DAYS CREEK CHARTER SCHOOL BOARD

Annual Meeting Recap

July 3, 2019

6:30 p.m. – 10:30 p.m.

* Diane Swingley and Jim Docherty continued with the DCCS Board Training: CLARIFY – FOCUS – ENCOURAGE. The goal is to be intentional in our leadership. Jim recapped the three main focused priorities found in the Charter: Curriculum, Innovative Teaching Techniques and Student Performance.

**Consensus:** to hasten efficiencies in board meeting sessions, directors will read the packet prior to meetings. Mr. Woods will verbally report only on information he deems necessary, reducing the duplicity in reporting to both boards.

* **Action item:** Approved the Superintendent/Executive Director Evaluation Workbook 2019-2020 DRAFT. (The three Executive Director goals will be added later.)
* OSBA 360-Degree Evaluation pilot project offer. Upon learning the 360-survey is included in the proposed OSBA Combined Boards Training Sessions, an **Action Item** was approved: Recommend to the District Board we participate in the OSBA Board Trainings. Note: the OSBA proposed session dates need to be lined up to our Timeline and Action Dates in the S/ED Evaluation Workbook.
* Annual Meeting – Appoint Directors. **Action items:** Reappointed three directors to three year terms ending 2022 – Cathy Knapp (Position #1), Diane Swingley (Position #4), Jim Docherty (Position #8). Moved Matt Giles to Staff Position #3 three year term ending 2021. Appointed James Ellis to Staff Position #2 three year term ending 2020.
* Annual Meeting (cont.) Annual Charter School Governance Organization

**Action item:** Board Organization – elected same slate en masse as last year – Diane Swingley (Pres./Bd. Chair), Matt Giles (V-P/Bd. Chair) and Jim Docherty (Sec./Treas.).

**Action item:** Appointed en masse beginning with Executive Director of DCCS, Steve Woods and ending with Newspaper of Record, *The News-Review*. (Agenda 9 b. – k.)

**Action item:** Scheduled Regular Meetings. Monthly meetings will change from convening at 6:30 p.m. to 6:00 p.m. Work or Special Sessions schedule as needed.

**Action item:** Appointment of Standing and Ad Hoc Board Committees:

* Mission and Vision – Jim Docherty, Matt Giles, Diane Swingley
* Publicity - Jim Docherty, Valerie Anderson
* Fundraising and Community Partners – Cheryl Silva, Terri Woods, Joanne Gordon
* Recognition of Excellence – Cathy Knapp
* Annual Meeting (cont.) The Charter requires the board to set class sizes yearly. (see below, Steve Woods report)
* Report by Steve Woods, Executive Director
* Projected Enrollment discussed.

**Action item:** Approved motion to recommend to the District Board the blended grade school classes be split if Mr. Woods determines teaching/learning is being impeded because of the larger number of students. These formative years are vital for subsequent learning.

* **Action Item:** Approved the proposed Charter Board Meeting Schedule 2019-20.
* Update and discussion about new staffing and VOAG Advisory.
* 2019-20 Bell Schedule plans covered, including the new modified block schedule accommodate better class structure and create time blocks for professional development.

**Action item:** Approved motion to expect creation of a great learning environment for students with the number by classes to be determined by the Executive Director for the school year 2019-20.

**Action item:** Recommend the District Board hire a new teacher to eliminate blended classes when enrollment justifies and recommendations are made by the Executive Director.

* CIP – was approved last month. The final Supplemental 10 were viewed. The CIP is FINAL.
* **Action Item:** The three proposed Executive Director Goals 2019-20 were approved with the words, “and Charter” added to 2. Note: These goals each have elements under the purview of both boards, so any changes by the District Board will need to be approved by the Charter Board in August.
* Report by Cathy Knapp, Student Success Coordinator.
* **Action Item:** Adopted Social Sciences Houghton Mifflin resource packages and textbooks for K-6.
* Brief discussion about Spring Assessments / Dibels. At the August board meeting, Steve Omstead of IRRE (Institute for Research and Reform in Education) is expected to tell about the use of IRRE data analysis we will be using at the classroom level. The Ford Family Foundation is the funding source for IRRE and its adaption in the county schools.
* Senior Project Manual. Second Read. Revisions will be available for approval at August meeting. The students may use on online platform for their records. The final project will be put into a hardcopy manual. **Action Item:** The board approved imbedding 100 hours of community service into specific classes (TBD by administration) to be completed by graduation as part of the graduation requirements. The FFA students are excluded if their hours are achieved in FFA.