

**Days Creek Charter School K-12  
Board of Directors Regular Meeting  
February 5, 2020**

Board Members Present: Diane Swingley, Jim Docherty, Cheryl Silva, Cathy Knapp, Matt Giles, Rex Fuller, Laura Stufflebeam.

Administration: Steve Woods, Cathy Knapp

District Staff: None

Public/Students: Joanne Gordon, Boo Hooker, Terri Woods

- 1. Call to Order:** Meeting called to order by Diane at 6:07 p.m.
- 2. Pledge of Allegiance:** All recited the Pledge of Allegiance.
- 3. Approval of Agenda:** –Director Woods added **Executive Session pursuant to OAR 192.660 (2)(i) performance of chief executive officer** after announcements; and added item **13. Action Item (a) Executive Director’s Evaluation**. Motion to approve amended agenda made by Matt and seconded by Cathy. **No discussion, passed unanimously.**
- 4. Approval of Minutes for a. January 8, 2020 (Regular Meeting); and b. January 29, 2020 (Special Session).**  
Motion to approve both minutes by Matt, seconded by Cathy. **No discussion, passed unanimously.**
- 5. Public Input:** Boo said, “Not at this time.” And Joanne said, “Hi.”
- 6. Student Input:** None
- 7. DCCS Diane Swingley, Jim Docherty, and Steve Woods: a. CLARIFY - ATLAS FOCUS – ENCOURAGE - Continuous Improvement Plan (CIP):** Steve presented a review of the Rubicon Atlas site and encouraged directors and the public to go to the site to see the work done by teachers in alignment of curriculum to state standards and the development of their lesson plan and sequences. He asked if we needed a review of the CIP, but the board felt that was not necessary. **b. Student Success Act (SSA) - Student Investment Account (SIA) - Overview:** Steve gave an overview utilizing the **i. slide presentation** he presented to the faculty and will use in his public meeting Monday, February 10. He explained the timeline for the SIA application, the mandatory requirements of all decisions utilizing the district’s equity lens policy, and the projected grant funds Days Creek Charter School is expecting. He went over the strategies and the decision matrix that is used for deciding how to spend the grant funds on the two allowable areas: **1. mental and behavioral needs (AND) 2. Increasing academic achievement and reducing focal population disparities.** He introduced the **ii. Priority Input** survey, the **iii. Draft Application Narrative**, and the **iv. Draft Integrated Planning Tool**. Steve strongly encouraged the directors to look over these Google documents and make recommendations as well as to fill out the survey. Following was a detailed discussion around all this information by most directors and Steve.
- 8. Report of Executive Director, Steve Woods: a. Enrollment update:** He reported that in February we had dropped to 194 due to families moving out of the district. **b. Form Committee to resolve Division 22 – 581-002-2050 – Human Sexuality Education:** Steve spoke to the

deficiencies and several directors commented on how to involve parents to opt in or out of allowing their children to be involved in the curriculum. There will be training at the ESD on March 4-5 on Ideas and Curriculum options. Some teachers are going to the training and directors are invited to attend also. Jim agreed to spear-head a committee to make recommendations. **c. Proposed Budget Preparation Calendar for 2020-21 School Year and d. Current Budget Members:** Steve presented the calendar for the District #15 Budget Committee meeting and the list of Budget Committee members. **e. Current proposals for 20-21 School Year and 21-22 School Year:** Steve presented his recommendation for the next two school year calendars and explained the reasoning for the several changes from the current calendar. He also emphasized that he vetted this proposal with staff and will present it to the district board at the February meeting. **f. Separation of Elementary Grades:** Steve asked for input from the board on whether to split grades 3-4 or 5-6 next year. The board emphasized the desire to split both grades. Matt motioned to separate both 3<sup>rd</sup> and 4<sup>th</sup> grades and 5<sup>th</sup> and 6<sup>th</sup> grade classes and if not possible then to split the 3<sup>rd</sup> and 4<sup>th</sup> grade class only. Cathy seconded the motion. **No discussion, motion passed unanimously.** Steve will take this recommendation to the district board.

**9. Report from Student Success Coordinator, Cathy Knapp and Administrator James Ellis:** **a. 1<sup>st</sup> Semester Grade Report:** Cathy went over the 1<sup>st</sup> semester grade reports in some detail. She explained there has been a noticeable positive change of student behavior this year. The failing grades are mostly a reflection of attendance problems and non-work issues. A lot of discussion and comments followed.

**10. Standing Committee Reports:** **a. Mission and Vision; b. Publicity, d. Recognition of Excellence:** None. **c. Fundraising/Community Partners:** Terri Woods reported the wellness grant was not approved; however, the evaluation team visited campus, giving great feedback and encouraging us to reapply in April. Joanne reported some frustration at getting buy-in for the farm to school grant she was working on. She expressed a need for more elementary teacher help in exploring the available curriculum that the grant would provide. She also felt the new Ag teacher was very busy, so she was delaying her involvement with specific grants to a later time.

**11. Announcements:** Steve referred us to the list of announcements.

## **EXECUTIVE SESSION**

**Pursuant to ORS 192.660 (2)(i) which allows the board to meet in executive session for the purpose of evaluating the employment-related performance of the chief executive officer.**

The board entered into executive session at 8:23 p.m.

**12. Action Items – Diane Swingley information, discussion, and possible action to accept or reject the president/chair’s recommendation for the following items:** **a. Executive Director’s Evaluation:** Board came out of executive session at 9:37 pm. Matt motioned to accept the Executive Director’s Evaluation with the corrections discussed. Cathy seconded the motion. **No discussion, passed unanimously**

**13. Adjourn:** Matt motioned to adjourn. Cheryl seconded the motion. **No discussion, passed unanimously at 9:38 p.m.**

Submitted by Jim Docherty  
Charter Board Secretary