

**Days Creek Charter School K-12
Joint (Charter & District) Board of Directors Meeting
June 8, 2020**

Charter Board Members Present: On line Google Meets – Diane Swingley, Jim Docherty, James Ellis, Cathy Knapp, Cheryl Silva, and Matt Giles, Valerie Anderson and Matt Anderson.

District Board Members Present: On line Google Meets – Laura Stufflebeam, Rex Fuller, Troy Michaels, Board Secretary Lisa Hemphill, Dana Stone, Lance Kruzic. On phone – John Boling and later Mike Doolittle.

Administration: On line Google Meets – Steve Woods, Cathy Knapp and James Ellis.

District Staff: On line Google meets – Business Manager and Corrie Peachey-Biggs,

Public/Students: On line Google meets – Joanne Gordon.

- 1. Call to Order:** Meeting called to order by Troy Michaels at 6:05.
- 2. Pledge of Allegiance:** All recited the Pledge of Allegiance.
- 3. Approval of Agenda:** – **Motion to approve amended agenda, Matt; seconded by Valerie. No discussion, passed unanimously.**
- 4. Public Input:** No emails were received for public input.
- 5. Student Input:** Diane thanked all for the graduation slide show created by Matt Anderson for the graduating seniors that can be viewed on the school website, along with a video of the graduation exercises. Troy thanked all involved for a good graduation. Matt explained he was able to stay on his school work and completed all his work about one and one-half weeks early. He also thought that most teachers improved at being organized. He finished by briefly talking about his summer work and friends.
- 6. Consent Agenda Items:** a) i) **District May 11 Minutes** – Approved. ii) **May 11 Combined Board Meeting Minutes -Matt motioned to approve minutes. Valerie seconded the motion. No discussion, passed unanimously.** b) **Grants – TAP, Ford, SAIF, Ford Library, SRSA, USDA, Lilja** – Steve went over each grant: what it is, how much money is involved, and when we will find out if we were successful. District board approved the grants.
- 7. Monthly Financial Summary, Overview, Capital Improvement Fund, and Voucher Report:** Rachel started by explaining her duties as Business Manger were being turned over to Corrie Peachey-Biggs and then did so. Corrie’s report is found in district board minutes.
- 8. Information Items:** a) **Enrollment update** – No changes. b) **The facility, maintenance, and security update** – Found in district board minutes. c) **Grant Funding Update** – Steve reported that there is a possibility of a 30-40% reduction in several grants that we received this year. d) **Installed Mercy Foundation AED’s** – Steve showed pictures of the two AED’s mounted in main hallway and gym. e) **Library Bookcases** –Steve reported the bookcases, cost, shipping, and paint were all covered by donations. f) **Not meant to be an agenda item.** g) **Division 22 Assurance-Plan and ODE Response** – Steve went over the process and the approval of our plan from ODE. He described what has been accomplished and what is yet to be done. The topics for the Human Sexuality lessons will be found on the school website when completed. Some questions and comments from board members and an assurance from Steve that the board will be informed about the topics. h) **Calendar ideas for District and Charter Board Meetings** – A discussion about board meeting schedules (Monday/Wednesday or

Wednesday/Wednesday and second or third week of months) with lots of discussion around Charter Board schedule. Steve expressed he preferred the second week of the month schedule. James suggested the Charter Board do quarterly meeting and combined meeting the remainder of the months. Diane suggested the Charter board discuss the options at the July 8 Charter Board meeting. The directors all agreed. The District Board decided on the second Monday Schedule option (see details in District Board minutes). **i) Fees for upcoming school year** – Steve proposed eliminating all fees except athletic fees. Discussion followed this proposal (see District Board minutes for detail). **j) School Handbook Policy** – Steve reported he is allowing PE credit for students who are involved in school athletic team sports, setting a partial credit for each sport. This new designation will loosen the schedule for sports participants to take more elective coursework. A discussion of scenarios followed. **k) COVID-19 update** – **i) ODE and OSAA Guidance** – Steve reported there are still a lot of unanswered questions. There was to have been information released today, but there will be more when the executive order 20-25 is updated on June 10. **ii) District facility map-waiver and Projections** – Steve explained the ODE guidelines for 36 sq. ft. per student in classroom areas and went over the map he created of square footage of spaces in the school facility. He thinks it provides a good projection for the sizes of classes especially with the addition of two positions for elementary teachers. **iii) Possible Reentry Tool** – Steve referenced the reentry page from the ODE and explained there will be no PACE insurance coverage for COVID related issues after July 1 and he emphasized the importance of following state guidelines.

9. Action Items: **a) Approve Business Contract Renewal** – found in district board minutes, approved. **b) Approval Student Fee Adjustments for 2020-21SY** – **i) Meal Fees** – found in district board minutes, approved. **ii) Other Fees** – found in district board minutes, approved. **c) Approval Division 22 – 581-022-2050 Assurance Plan** – for the Charter Board: **Matt motioned to approve the plan, Valerie seconded the motion. No discussion, passed unanimously.** For the District Board: Danna made motion to approve the plan, Lance seconded the motion. No discussion, passed unanimously. Found in district board minutes, approved. **d) Approve Superintendent/Principal/Executive Director Contract** – found in district board minutes, approved. **e) Approve the Proposed Budget and Adopt Resolution for 2020-21 SY** – found in district board minutes, approved. **f) Approve 2020-21 District and Charter Board Meeting Schedule** – Charter Board postponed approval until July 8 board meeting. District approved. Found in district board minutes, approved. **g) Approve Instructional Service Agreement with USC-Senate Bill 300 and 332.111** – No changes from last year’s contract. Found in district board minutes, approved. **h) Approve Vacation Rollover** – found in district board minutes, approved

10. Announcements: **a)** Steve reminded the boards about the FFA plant sale. **b) By Wednesday July 15, 2020 we should have more clarity as to the governor’s directions and will determine the time for Combined Boards meeting to:** **i) Review Superintendent/Executive Director Evaluation Workbook 2020-21 SY. & ii) Establish Superintendent/Executive Director Goals for 2020-21 SY** – There was discussion around when to meet. Troy thinks it is more productive to meet face to face. It was decided the Charter Board will discuss options for the Executive Director’s goals at the July 8 monthly meeting and then meet at 5:00 p.m. in the Combined Boards Work Session on July 13 to approve the Superintendent/Executive Director Evaluation Workbook and Goals for 2020-2021. The fluid situation created by the governor dictated COVID-19 practices is a challenge for setting expectations and goals. Jim and Diane agreed to look over Standards section of the Evaluation Workbook before the July 8 meeting, making any necessary recommendations for needed changes.

11. Charter Board Adjournment: Valerie motioned to adjourn and Matt seconded. **No discussion and unanimous decision at 9:02 p.m..**

Submitted by Jim Docherty
Charter Board Secretary