

**Days Creek Charter School K-12
Regular Monthly Board of Directors Meeting
December 8, 2021**

Charter Board Members in person: Diane Swingley, Jim Docherty, Anna Rickards, Joanne Gordon.

Administration: Steve Woods.

District Staff: Rob McCallum

Public/Students: None

- 1. Call to Order:** Meeting called to order by Diane Swingley at 6:06 p.m.
- 2. Pledge of Allegiance:** All recited the Pledge of Allegiance.
- 3. Approval of Agenda: Motion to approve agenda by Joanne, seconded by Anna. No discussion, passed unanimously.**
- 4. Approval of Minutes: a. November 3, 2021 Regular Meeting and Special Work Session November 17, 2021: Anna made a motion to approve both minutes; seconded by Joanne. No discussion, passed unanimously.**
- 5. Student Input:** None
- 6. Public Input:** Rob McCallum invited the Charter Board to check out the new nature trail that he, through an OSAA grant, completed from the football field, around the Ag field, to the batting cage on the baseball field. The trail was used as the site of Days Creek's Cross Country Turkey Trot race before Thanksgiving. He was able to secure donations and volunteer help to complete the grant. Some discussion about how to promote the trail followed. Steve suggested the board, at a future date, plan a "walk and talk" on the trail. Rob was thanked for his leadership and effort.
- 7. Report of Executive Director, Steve Woods: a. Q & A regarding items from the District Board Agenda-** See asked for any questions concerning the District Boards Agenda. There was a question about the proposed bond to create matching funds for the building and improvement project. Steve discussed this and said the bond would depend on the amount of the grant. Steve then reported there has been a huge amount of water loss and the source of the loss has not been identified yet despite significant work. He hopes it will be discovered over the Christmas break.
- 8. Report of Student Success Coordinator, Cathy Knapp: No report this month.**
- 9. Executive Director Evaluation, Diane Swingley: a. Evaluation Workbook –** Diane referenced the 2021-2022 Evaluation Workbook on the Google Drive shared documents to be used to complete the evaluation of the Executive Director. A brief discussion of the timeline for the evaluation process (found in the workbook) followed. Directors will complete their evaluation forms for the January 5, 2022 Charter Board meeting when the board will go into executive session to create a combined "one voice" evaluation. The final evaluation will be written up for approval at the February board meeting and presented to the District Board at their February meeting.

10. Reference Items: Steve placed this agenda item in to keep the CIP (Continuous Improvement Plan) plan front and center. He wants everything to be focused through the CIP plan and if something does not fit, this is the agenda item to bring it up. Steve encouraged board members to look up on the school link to follow what teachers are doing and spend time talking about “What We Do”.

11. Standing Committee Reports: **a. Mission and Vision** – Will be presented in agenda item 12. **b. Publicity** – Steve asked specifically what Joanne was asking from her email suggestion of a list of current course offering at DCCS. Steve then walked the board through where to find the course offerings on the school’s website. Steve asked for feedback if the website was not intuitive enough and he will make changes. Joanne said she would look at it. **c. Fundraising/Community Partners** – No reports. **d. Recognition of Excellence** – No reports.

12. Report and Discussion – Information and possible action by the board: Steve asked what things seniors need to do for their last semester on the Capstone (Senior) Project and Portfolio. He sees this as a High Priority. Anna agreed to talk with Matt and figure out a meeting time over the break that would work for them and then email the committee to complete this high priority final senior expectations for the Capstone Project and Portfolio.

13. Announcements: Announcements were referenced on the agenda especially the Elementary Christmas Program on December 9.

14. Adjourn: Anna made a motion to adjourn. Joanne seconded the motion. No discussion and passed unanimously at 7:15 p.m.

Submitted by Jim Docherty, Charter Board Secretary