

Days Creek Charter School Board of Directors
August 2, 2023 Meeting Minutes

Charter Board Members Joanne Gordon, David Brown, Cathy Knapp, Diane Swingley
District Board Representatives - Laura Stufflebeam
Administration - Joe LaFontaine and Cathy Knapp

Diane Swingley called meeting to order at 5:32pm

Approval of Agenda - Joanne Gordon made the motion to approve the agenda, Cathy Knapp seconded the motion. No discussion. Voted - all in favor.

Approval of July Minutes - Joanne Gordon made the motion to approve the minutes, David Brown seconded the motion. No discussion. Voted - all in favor.

Public Input - None
Student Input - None

Appoint Laura Stufflebeam from District Board - David Brown made the motion to appoint Laura Stufflebeam as a District Board Representative on the Charter Board, Joanne Gordon seconded the motion. No discussion. Voted - all in favor.

Superintendent Report - Joe LaFontaine

1. Curriculum alignment - Joe LaFontaine will be working with staff to align curriculum and utilize Atlas. The staff will learn about writing target goals and posting them in their classes.
2. Music Classes - Mr. LaFontaine feels there is a need for music to be taught at Days Creek Charter School. He is going to ask the board for approval to hire someone.
3. UCC Course Opportunities - Joe LaFontaine is working with the college to potentially broaden the courses offered through UCC (either onsite at Days Creek Charter School or online). Southern Oregon University awarded 188 credits to students last school year (2022-23)
4. Preschool Grant - The school district received some grant money to start the process in developing a preschool program to open in the Fall of 2024. The district is up for additional grant money that has not been received as of yet.
5. Seismic Grant Update - Joe LaFontaine reported that the RFP to hire a contractor / engineer was in the works.
6. Back to School Bash - He reported that this was a way to get the school year off to an amazing start. There will be music, food, and activities for all ages.
7. Principal's Roundtable - Joe LaFontaine will be meeting monthly with students over lunch to talk about school happenings. Members of the roundtable will consist of elementary and middle school representatives, as well as leadership from the high school. There will be other members added to get a wide variety of student representation.

8. Wolf Pack T Shirt - Mr. LaFountaine has been working with students to design a t-shirt. Staff, students, and all board members will have a shirt by Christmas break. The plan is to start rolling them out as soon as possible.
9. Board Training - The District Board and Charter Board will be participating in training. The first training session will be led by Rod Cotton who has been a board member for a number of years in Roseburg. A date and time needs to be set for this training.

Cathy Knapp Report

1. Reported on the 2023-24 Assessment Calendar. Students in the 8th grade will be completing the NAEP assessment this winter. More information will be presented to the charter board when further details are released.
2. Math Curriculum Adoption - Materials are ordered and on the way. Elementary teachers will be participating in training on the new program, Friday, September 8th.
3. Cathy Knapp reported that she had given this report to the charter board at the July meeting.

Standing Committee Reports

1. Mission & Vision - No Report
2. Publicity - David Brown asked to be taken off the Publicity S. C. and agreed to serve on the Recognition of Excellence S. C. Joanne Gordon asked about changing the committee name from "Publicity" to "Communication". The charter board members agreed both ideas would be good. This will be voted on in Action Items.
3. Fundraising/Community Partners - No Report
4. Recognition of Excellence - No Report

Report and Discussion - Capstone Project - Tabled discussion due to absence of Matt Giles

Action Items

1. Superintendent / Executive Director Evaluation 2023-24 - The Charter Board made no action on this item. It was determined that this would be a first read for the handbook. The two boards will have a joint meeting to receive board training and at that time review the goals for the Superintendent / Executive Director. Diane Swingley, Rex Fuller and Rebekah Sawyer have edited and updated the evaluation we have currently been using. They recommend the changes. The optional 360 Degree Evaluation is not recommended for a first year superintendent / executive director.
2. Joanne Gordon made the motion to remove David Brown from the Publicity S. C., appointing him to the Recognition of Excellence S. C., plus approve the name change from the Publicity Standing Committee to be renamed to the Communication Committee. Seconded by Cathy Knapp. No discussion. Voted - All in favor.

Announcements -

1. 2023-24 School Calendar will be updated and revised.
2. Faculty Report Back - August 14, 2023
3. First day of school for students - August 21, 2023

4. Pioneer Days - August 25-27, 2023 Bed Races and Pie Contest

Adjournment - David Brown made the motion to adjourn the meeting at 7:58pm. Joanne Gordon seconded the motion. Voted - All in favor

Dated this September 6, 2023

Respectfully Submitted by:

Cathy Knapp, Days Creek Charter Board Secretary