**EAGLE CHARTER SCHOOL - BOARD OF DIRECTORS MEETING MINUTES THURSDAY, Sept. 20, 2018 – 6 PM/APPROVED**

**999A LOCUST ST NE - SALEM, OR 97301**

**I. Call to Order** – J. Ming

**II. Roll Call** – J. Ming, C. Matti, S. Priem. Z. Dablow, W. Andersen

**III. Approve Agenda for Sept. 20, 2018 Meeting** – J. Ming

A motion was made and seconded to approve agenda.

**Motion Carries**

**IV. Public Comment** - none

**V. Oral Reports:**

**a. Chair’s Report** – J. Ming

1. It’s been a busy month; Jerry gave a finance update on the $1.1 mil budget: 8% is carry forward; 12 percent for rainy day fund to brace against unforeseen needs to cut; have $300K in building fund (which would serve as a downpayment to a $3 million purchase). $677K is the current bank balance, which leaves us $50 to $80K for items like lockers; student management system.

2. We have a signed MOU for OSBA services, from the State of Oregon.

3. William moved to accept the resignation of Jeff Barlow; motion seconded by Zack. His valuable service was noted. **Motion carries**. The board now has two open positions.

4. Jerry will send email members regarding board training and required online courses.

**b. Treasurer’s Report**  - C. Matti

1. Financials are in good order.

**c. Principal’s Report** -- M. Ballance

1. Marie outlined her written report detailing the multitude of changes, improvements and updates as school began, from painting the walls to creating an inventory database. Enrollment is at 141 with a strong waiting list. Matrix installed the new phone system; stronger student safety will be a focus, which includes asking all visitors to sign in/out. Other communication channels are Class Dojo, Instagram, Facebook, Twitter, and Friday Folders. As part of this focus, parents are being asked to follow the current policy of dropping students at the door and letting them walk to class on their own, which encourages independence, responsibility – and allows teachers to begin class on time. Parents can always make appointments to chat with teachers/admin. Looking at three quotes for new lockers.

**d. Parent Club Report** – New Parent Club President Karrilyn Claypool introduced herself; Katie Anderson will be secretary; Destiny Strom is treasurer.

**VI. New Business**

1. **Approve minutes from July 19, 2018 Meeting** – J. Ming

Shannon moved approval with a typo correction (standards); William seconded. **Motion carries.**

1. **Administrative review --** William agreed to meet separately with Marie on this topic. Teachers in attendance at board meeting, including safety consultant Eric Loyd, noted they could start school on time, thanks to a new emphasis on following our drop-off policy, setting a more organized tone at the start of school.
2. **School visitations –** Topic will be addressed by new Policy Committee. Possibilities include sending letters to parents outlining expectations when dropping off children. Shannon suggested setting up a Communication Advisory Group to learn how best to communicate with parents, when topics and questions emerge about policies.
3. **School Management system –** Switching to Synergy for an improved system to track attendance, special ed services. It was moved by William and seconded by Zach to spend $6,800 on a system, provided we can arrange a “pro-rate” amount from the old system (Power), to be spent at the discretion of the principal. **Motion carries**.
4. **Policies Review and Update –**New committee appointed, since policies haven’t been reviewed since 2012, including Jerry (chair), Zack, William and Crystal. Willing to add others, including administration and parents. It was moved by Zack and seconded by Shannon to elect Jerry as chair. **Motion carries.**

**VII. Old Business**

1. **Budget update –** Jerry reported that budget planning will start early, encompassing PERS changes, the governor’s budget, etc., shooting for a budget by March, with a rough draft in two months.
2. **Strategic/longterm planning** – We’ve been doing long-term planning and mission/vision work with OSBA, focusing on a 9-point plan stemming from four pillars. This work is on hold until we recruit more board members.

**IX Adjournment**

It was moved by Zack and seconded by William to adjourn at 7:53 p.m. **Motion carries.** No executive session was held.

**Next Board Meeting**: **Oct. 18, 2018 at 6:00 PM** at 999A Locust St. NE Salem OR 97301