

**EAGLE CHARTER SCHOOL - BOARD MEETING APPROVED
MINUTES**

**THURSDAY, Aug. 20, 2020 – 7:30 PM Virtual meeting
999A LOCUST ST NE - SALEM, OR 97301**

I. Call to Order: S. Priem

7:34AM

II. Roll Call – S. Priem

i. Present S. Priem, J. Staat, C. Matti, W. Andersen

III. Approve Agenda for Aug. 20, 2020 Meeting – Priem

S. Priem, adds Oath of Office from agenda

W. Andersen moves to approve agenda, J. Staat seconds, no discussion. All in favor none opposed. Motion passed.

IV. Public Comment – Priem

The board welcomes participation by the members of the public. To address an item on the agenda, before the scheduled start of the meeting please write your name and a short description of the agenda item you'd like to address and submit this to the chair, along with any materials. Written materials should be emailed or sent to the school principal at least 24 hours before the meeting. Total time to present shall not exceed five minutes unless the Board grants more time. Please see note with * regarding complaints, below. Those asking to make a formal presentation not on the agenda must provide notice and a written request detailing the subject to the principal at least 14 days before the meeting. Presentation shall not exceed 15 minutes unless permitted by the chair.

None.

V. Oral Reports:

a. Chair's Report – General intro to tonight's meeting goals; welcome to Robert; highlights from OSBA's "Board roles during Covid" webinar.

J. Staat is sworn into duty for Eagle Charter School Board of Directors

R. Marquardt is sworn into duty for Eagle Charter School Board of Directors.

S. Priem discusses information she gained from "Board roles during Covid" webinar. The board's role is to monitor, stay informed, and stay connected with Eagle Charter School. We are protected by FERPA.

S. Priem discusses lack of formal training for Board Members/Officers as well as lack of understanding of roles and responsibilities. S. Priem suggests the board formally establishes a governance model. S. Priem proposes September 10th 4-6PM training for current board members and officers. All current board members agree to attend. Motion to approve \$475.00 fee for Board Training in the month of September, W. Andersen seconds. No further discussion. All in favor, none opposed. S. Priem asks M. Ballance and M. Mooney to partake in this training as well.

S. Priem states the postponement of Board Elections. Board Elections will be held during September's monthly Board Meeting.

b. Treasurer's Report - C. Matti: Finance statement, investment fund, audit

C. Matti Provides documents to Board Members reviewing the 2019/2020 School Year Profit and Loss Report.

C. Matti shares that the Brokerage account is doing better.

C. Matti discusses a 403B fund, shares that the Board will have to vote whether or not to approve this.

c. Principal's Report – M. Ballance

Reads Monthly Principal's report, opening Comprehensive Distance learning Model. Constant shifts and changes to 2020/2021 roster. Staffing- no changes. Plan to increase counseling, G. Winden will work part-time. H. White has returned from maternity leave. T. Woodside's hours will be decreased upon request by himself due to personal scheduling conflicts caused by COVID. Technology needs to be ordered as soon as possible due to most technology being on backorder. Oregon State Deaf School has cleared out extra space that is not currently in use. This space will be used by teachers as classrooms when Eagle student's return. Finances- Oregon Legislature voted and finalized budget for sponsoring schools, there will be no cut to Eagle's APMW. Eagle is working with Salem-Keizer to possibly receive more funds. J. Kuhn is currently working on revising and fixing Quickbooks- budget to actual reports. J. Kuhn and M. Mooney is working on Eagle's Standard Operating Procedures, both financial and office/HR. Auditors came to Eagle during the first week in August. Auditors flagged payroll processes as well as lunch funds income tracking and reporting. Safety- Salem is providing PPE for schools. Working with ODE on distribution for this donation. Attendance- Attendance during the distance learning model will be more strict. Students and Parents will be held more accountable to participation in school work and zoom/class video attendance. In a 24hour period a student is expected to have some kind of student-teacher interaction, if this fails to happen the parent/guardian will receive a phone call from the office. MICRO- because of Distance Learning MICRO may become weekly rather than daily. Detailed plans regarding incorporating MICRO into classroom schedules will be decided at a later time. ODE releases the requirement to have at least 7 different parent-school staff engagement activities. Board Members will partake in annual, mandatory trainings that are provided by SafeSchools.

ii. Latest budget (good news) – action required.

M. Ballance discusses and reviews New Budget Proposal.

Highlights in changes compared to proposed budget from June 2020: Staff will receive no furlough days, all staff members will receive step increase. Reduce in staff salaries due to staff decrease in hours. Budget increase regarding Janitorial/Cleaning supplies. Significant Budget increase in technology to support students and staff technology needs in distance learning. Add line to reflect OSBA policy review fee. Amount will be reviewed in previous board minutes. M. Ballance will also revise the budget to reflect Board Policy Training fee. This will create approximately a \$5,000.00 difference.

****Every Board Meeting Agenda for the foreseeable future will include a set aside time for discussion regarding PPE.****

W. Andersen makes a motion to approve revised budget as changed that was presented by M. Ballance during tonight's (08/20/2020) for the 2020/2021 school year, seconded by J. Staats. Further discussion reflects purchasing Chromebooks over Apple Products.. All in favor. None opposed. Motion passed.

d. Parent Club Report - Melinda Watson

Parent Club monthly meetings will be held via zoom. M. Watson discusses brainstorming plans for Parent Nights in a distance learning model. Bank account \$29---.00
September 1st “Car”nival drive by. Parents will be asked to stay in cars during the duration of this event. Some students of Eagle Parent Club will be demonstrating what practicing safe social distancing looks like. Possible Virtual Bingo event. Parent Club Elections will be held in September. Parent Club has invited the Board of Directors to the “Car”nival.

VI. New Business

a. Approve minutes from June, Aug. 5 meetings – all
Motion to approve minutes, W. Andersen. R. Marquardt seconds all in favor. None opposed. No further discussion. Motion passes.

Oath of Office for Robert Marquardt, Jason Staats

During S. Priems Board Chair Report.

- b. Accept resignations from Alison Drieschmeyer, Randy Mooney
 - a. Moved by W. Andersen. R. Marquardt seconds. All in favor none opposed. No further discussion. Motion passed.
- c. Discuss proclamation/resolution to embrace diversity, inclusion -- William
 - a. W. Andersen discusses state training on educational equity. J. Staat recommends that the board has a diversity/equity/inclusion (DEI) committee. W. Andersen motions to create a (Inclusion Diversity Equity Access/ IDEA) committee. J. Staats seconds. No further discussion. All in favor. None opposed.

VII. Old Business

- a. Policy Review Committee – Priem
No need to start right away. Moved to October. Critical that this work is done in a timely manner.
- b. Other business/good of the order
S. Priem proposes reverting to 6:30 meeting time for future board meetings.

VIII. Executive Session pursuant to ORS 192.660(2)(B) to review personnel, legal issues.

NO NEED

IX. Adjournment

Next Board Meeting: Sept.17, 2020 at 6:30 PM at 999A Locust St. NE Salem OR 97301

W. Andersen moves to be adjourned. C. Matti seconds the motion. Motion Passed.

Meeting adjourned 9:52PM

***Complaints:** The board will not hear complaints concerning individual school personnel. The chair will direct the speaker to follow written complaint procedure for consideration and disposition of legitimate complaints involving staff. Anyone failing to comply with rules of conduct or who causes a disturbance may be asked to leave by the chair and upon failure to do so becomes a trespasser.