

**EAGLE CHARTER SCHOOL - BOARD MEETING APPROVED
MINUTES
THURSDAY, Sept. 17, 2020 – 6:30 PM Virtual meeting
999A LOCUST ST NE - SALEM, OR 97301**

I. Call to Order: S. Priem

6:33PM

II. Roll Call – S. Priem

- a. W.Andersen, R.Marquardt, C.Matti, B.Klein, S.Priem
- b. M. Watson, E.Garibay, K.Marquardt

III. Approve Agenda for Sept. 17, 2020 Meeting – Priem

- a. Modification retroactively to Administrator's contract- added to new business.
W. Andersen, Moves. R.Marquardt Seconds. No discussion. All in favor. None opposed. Motion passes.

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** – Highlights from Roles & Responsibilities workshop
 - i. Board get's new t-shirts.
 - ii. Great workshop that the Board of Directors participated in.
 - iii. Website reflects accurate and clear instructions on the Public Complaint procedures.
 - iv. OSBA offers opportunities for the BoD to participate in further training to gain a better understanding of Board responsibilities as well as review Bylaws.
- b. Treasurer's Report** - C. Matti: Finance statement, investment fund brief recap
 - i. SafeSchools- nothing to report
 - ii. 403b Group Plan-
 - a. Looking into different start up plans and prices
 - b. Hidden fees and issues (W. Andersen)
 - c. Not a high demand of staff (J. Staats)
 - i. Board agrees that employee(s) wanting to participate will present information to the board regarding to savings and benefits from 403B
- c. Principal's Report** – M. Ballance
 - i. Back to school, wildfire response
 - a. Canceled in person meetings Wednesday (September 9th) and Thursday (September 10th)
 - b. Home deliveries and packet pickups took place as an alternative to

anceled meetings.

c. Due to wildfires, the start of the school year was pushed back two days.

d. Enrollment- constant shifts. Current enrollment count is 138. Opening in grades 1 and 4.

e. Staffing- no staff turnover from Spring 2020.

f. Budget

i. Moving \$2,500.00 from consumable supplies to technology budget to cover unforeseen expenses.

ii. Student Investment Plan, possible funds coming soon to support emotional and mental health learning.

g. Received \$500 grant from Project Garden Planning to revamp Eagle's Garden. Formed a committee with staff to plan accordingly.

h. Safety- staff members have the option to work at home due to hazardous air quality.

i. Attendance- great attendance numbers thus far.

j. Student's beginning I-Ready diagnostics this week or next.

k. PBIS- nothing to report.

ii. PPE Update! (new monthly report)

a. ODE- contacting them where Eagle's PPE supply is.

iii. Class Dojo includes board (M. Ballance, M. Mooney)

iv. Tech Update – A. Robbins

a. Reviews presented, updated Technology Budget for 2020/2021 School Year.

b. K-2 have iPads. 3-5 have Chromebooks

W. Andersen motions to move \$2,500.00 of consumable supplies budget category to technology budget. R. Marquardt seconds. No further discussion. All in favor. None Opposed. Motion Passed

d. Parent Club Report - Melinda Watson

i. First parent club meeting this tuesday since the pandemic hit.

ii. \$3,037.97 in bank account

iii. Staff birthday budget approved

iv. Welcome back drive around was a success

v. Pushing back Parent Club Officer elections to

next month (October) meeting due to wildfires. New officers will begin their role the month of November.

vi. Playdates are postponed until further notice due to safety concerns (COVID-19)

vii. Parent Club has social media accounts

(Facebook, Instagram, Email, and Class dojo)

VI. New Business

a. Approve minutes from Aug BOD meeting, Sept. 10 session – All

a. Change minutes to reflect meetings are on zoom. W. Andersen moves minutes as changed. J. Staats seconds. No further Discussion. All in favor. None opposed. Motion passes.

b. Election of Officers -- All

a. Recommended Slate for one vote

1. S. Priem- Chair

W. Andersen- Vice Chair

C. Matti- Treasurer

R. Marquardt- Secretary

W. Andersen moves to approve stated slate of officers. J. Staats seconds. No further discussion. All in favor. None opposed. Motion Passes.

- c. Roles & Responsibilities: Next Steps -- All
 - a. Open to discussion, board director working agreement (Presented and suggested by S. Priem)
 - i. Put on agenda for October's board meeting
 - ii. Starting with framework
 - iii. Strong understanding in governance model as a board

- d. Modification retroactively to Administrator's contract - W. Andersen

- i. Currently Administrator Dr. Ballance is on an 11 month contract. Outside of this contract on the off month Dr. Ballance has worked an additional 80hours.

W. Andersen moves that the board authorize an additional \$4,000.00 in compensation to Dr. Ballance for the additional 80hours she worked/performed during a non-contracted month.

R. Marquardt seconds. Open discussion.

This amount would be moved out of consumables supplies temporarily. When future funds become available to Eagle Charter the budget would then be adjusted/modified accordingly. The technical breakdown of this and possible additional expenses due to taxes and contributing to PERS. This will be looked into more by J. Kuhn the bookkeeper and a specific breakdown will be presented to the board in the October BoD meeting.

None in favor. All opposed. Motion does not pass.

W. Andersen moves that the board authorize compensation to Dr. Ballance for the additional 80hours she worked/performed during a non-contracted month. R. Marquardt seconds.

Discussion item. W. Andersen. Madison be compensated for worked hours outside of contracted months. All in favor. None opposed.

VII. Old Business

- a. Diversity/inclusion Committee (Inclusion Diversity Equity Access) brainstorm -- All
 - a. Next step. What minutes
- b. Other business/good of the order

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

IX. Adjournment

Next Board Meeting: Oct. 22, 2020 at 6:30 PM Virtual Meeting

***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.