**EAGLE CHARTER SCHOOL - BOARD OF DIRECTORS MEETING MINUTES THURSDAY, Dec. 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 Dec. 20 Meeting** – J. Ming

A motion was made by Zack to approve agenda with addition of policy review; seconded by William.

**Motion Carries**

**IV. Public Comment** - none

**V. Oral Reports:**

**a. Chair’s Report** – J. Ming

1. We have no proof of asbestos in building, but will hire consultants to test Asbestos; parents will be notified of results.

**b. Treasurer’s Report**  - C. Matti

1. Financials are in good order; Kaylee is doing a great job on programming.

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

1. Dr. Ballance provided a written report; highlights include starting the new year with 138 students; single grade classrooms begin in January, the annual ODE visit will be on Jan. 15; we got a $750 grant from Capstone. She also introduced Hannah White, part-time counselor who has provided an invaluable service for staff, parents and students. More details in written report.

**d. Parent Club Report** – Parent Club President Karrilyn Claypool noted they met Tuesday and raised about $1,000 last week alone in fund-raisers. Will start a dime drive with bottles/cans, box tops. New members are in the group, bringing great enthusiasm.

**VI. New Business**

1. **Minutes from November meeting delayed until January --** J. Ming

1. **Administrative Review –** William will send Marie’s goals to the board for review, as part of the new Administrative Review Process he’s working on with Marie.
2. **Budget adjustment, based on Exhibit A:**  It was moved by Zack to authorize $6K to expand legal services, purchase Quickbooks and related diagnostics (with consultant) and increase counselor position to .7 FTE. Seconded by William.

**Motion Carries**

To create an Administrator’s Discretionary Fund, Zack moved to combine budget line items in Exhibit A ($34,600, and dedicate $8K of this to fund rest of counselor’s position). This motion also includes transferring funds in WIFI/FIREwall line item to fund counselor, plus $2K from after-school program. Seconded by William.

**Motion carries.**

1. **Google docs --** Board will arrange for a “demo” on how this works.

**VII. Old Business**

1. **Strategic/longterm planning** – Zack will arrange to get Kristen Miles from OSBA back to continue planning sessions.
2. **Policy review (campus visitors) –** held second reading of proposed policy; one more reading will need to be held before a vote can be done. If no further input is received at second reading, the vote can occur then (at the third meeting in which the policy changes were introduced).

**Good of the Order**

1. Crosswalks were discussed; it was noted our crosswalks are managed through the Oregon School for the Deaf (property owner), so we aren’t allowed to decide to put one near the front gate. Someone from Eagle Board or Admin will discuss our safety needs with OSD.

**IX Adjournment**

It was moved by Zack and seconded by William to adjourn the regular meeting at 6:57 p.m. and enter Executive Session to discuss personnel matters.

**Motion carries.**

**Next Board Meeting**: **Feb. 21, 2019 at 6:00 PM** at 999A Locust St. NE Salem OR 97301