

2024-9-9 VICS Governing Board Meeting

Present: all board members and principal

In attendance: (All)

6:32 Call to Order

Approving minutes:

Steve motioned to accept 7/24/24 minutes as written. Terry seconded motion. Vote: 5 yes / 0 no / 0 abstain.

Steve motioned to accept 8/5/24 minutes as written. Terry seconded motion. Vote: 5 yes / 0 no / 0 abstain.

Steve motioned to accept 8/14/24 minutes as written. Terry seconded motion. Vote: 4 yes / 0 no / 1 abstain.

6:36 Public comment / discussion

Reuben: Technology issue. Have concerns with types of solutions, highly technical unicorn fancy systems. What is the ultimate goal, and isn't there a simpler way? See 3 goals: record, save and post, in-time live interactions. Aspiring to the third without accomplishing the first two sets you up for failure. Saw pay scale of staff. Pay someone on staff with a camera and mic, can establish success, then work toward the next step. Law requires posting and recording, but doesn't require live interaction. It's a good goal, but should build from success. We were told we would start in September, law requires in January. Only two more meetings until required. Second, if we set up a unique and difficult system, once every 3-4 weeks, there will be technology issues. I have never been to an online meeting without a technical issue. Can we do Teams now, was it fixed, or did we forget about issues? How will similar issues not take place?

Terry: Should be happy with solution that will be presented, agree that unnecessary complexity should be avoided.

Jessica: Parking lot, did we gain any spaces?

Cammi: gained legal parking, but not absolute number being utilized at hoc. Why wasn't the center of loop paved? Who designed?

BJ: Is that where the septic drain field is?

Cammi: No, planning done by AC+CO

Jessica: Feels one way design is challenging, seems there wasn't much input.

Cammi: They looked at our space and made these decisions based on the most optimal use of space, and had additional parking on the other side of the building in the original plan.

Don't have nearly enough spaces.

6:47 Principal's report

Had a successful first week of school, KG joining in slow start, will all be here Wednesday 9/11/24

Increased communication with weekly newsletter

Drop-off/pick-up plan going well, some kinks to address

Appreciate the flexibility of parents and staff working together to make it work

Family events: popsicle pop-in, supply drop-off night

Next event is open house on Monday 9/30/24 5-6:30pm

Google form out to families to sign up for ways of getting involved in the building or perhaps from home

Possible grant opportunity: Meyer Memorial Trust (one of Oregon's largest private funders) aims to strengthen communities, uplift and promote change. Appears to align well with IB pathway expansion. Application due 9/23/24

BJ: Requirements?

Lacey: Could meet project-based requirements

Steve: Maybe 30-40% chance of getting funded, could be anywhere from \$5k to \$200k. Cannot use for capitol construction costs but possibly for furnishing portables, etc.

BJ: Opportunity to review terms before final acceptance?

Steve: yes

BJ: Motion to pursue grant, conditional on ability to review final terms of commitments before accepting funding. Terry seconded. Vote: 5 yes / 0 no / 0 abstain.

6:58 IB Report

Staff participated in IB overview and training during in-service week.

Did presentations and feedback from fellow educators on unit of inquiry

Wonder wall (questions people had) letting learners guide pathway of learning

Educators strongly identified with IB mission statement

Stacy (IB Coordinator)

Spent time focusing on ten attributes, not only to help students to become responsible, but also as a staff going back to these things so we're embodying them

Staff seems excited and energetic, compassionate and patient

IB divides year into six themes, talking about who we are right now

Lacey: Staff wanting to continue having their own wonder wall in the staff room as well

Stacy: Using country collector cards to start learning about different parts of the world, some neat experiences already unfolding

7:07 Staffing update

Spanish position offered, pending SK clearance

PE/Health - Miguel Ponce stepping into that role from Spanish position

Roles filled, great group of people

Dedicated IAs for K-3, shared IA for 4-5

7:09 Enrollment

Kinder 26, 1st 26, 2nd 23, 3rd 27, 4th 28, 5th 23, working to get spots filled, some delays due to 72 hours mandatory wait period

7:10 Treasurer's report

Deposits coming on time this year

Still getting familiar with accounts and historical expenses

Appear to be in good financial position

Want to talk about how we're funded and where money comes from

State sets rate (ADMW) that changes yearly, but essentially per-student funding.

We receive 85%, anything outside of that we must seek through grant or fundraiser

SK does maintenance, they own our building, etc. We get charged for some of those services

Biggest expense is payroll, have some non-payroll expenses as well

\$1.45M staffing expenses last year, should be around \$1.43M this year

All upgrades, curriculum, books, etc. comes out of that set budget

Non-payroll last year was around \$150k, this year around \$171.5k, around 14% increase. Using for some one-time staff training and exploring options to purchase building. Given all the changes, doesn't seem to be a concerning increase. Have a little more going into our rainy day fund than last year.

Capital projects such as moving portables into permanent location, electrical, parking lot etc. are authorized by the board outside of the standard budget. If we took ownership of the building, we would ask to increase 85% as we're not "paying rent". However, it would incur extra costs for maintenance. Operating budget would need to change if that takes place.

Questions?

Time constraints to developing budget?

Steven: Deferred budget this year based on wanting input from executive

7:18 Parking Lot update

Completed, a few things need to be fixed before we can close project

Waiting for signs and some more striping

Some exposed rebar, a few curbs had break points

Talked to KNL and AC+CO about inner circle, what would it cost to keep the contract open and add to the project?

Increased cost if we provide the gravel (PTC has indicated access to gravel)

Depends on grade of gravel, the gravel we had was deemed inappropriate for inner circle, not sure

Extra \$30k if we go with KNL, need to let them know quickly

Painted lines would be included

Excavation, grading, expanding drain field

Possible \$700 extra per load

6-10 in

If we provide own gravel, would save \$10.5k

Likely during next break

Steve: Could consider geogrid, not as expensive as paving but not as cheap as dirt

7:27 PM Technology

Terry: USB microphone and camera with laptop, simple and robust

Would suggest board all at table

There are other options, but go beyond what we need

Software can use Teams, Zoom, etc. and tech is neither expensive nor complicated at this point

USB omnidirectional mic for around \$100

Will handle recording and livestream, will not be interactive. Interactive stuff is \$1000+

Reuben: If using Teams or Zoom, interactive by default. Concern is about complicated systems that people have difficulty setting up

Terry: Agree, this should be much more simple.

?: For live streaming, are we looking for uncontrolled, or something built into Teams/Zoom

Terry: We probably don't need anything beyond what Teams/Zoom need

Steve: Requirement to record applies to school districts not charter schools, don't need to rush. Should be mindful of video storage expenses unless we use something like YouTube to host.

BJ: Do we have a laptop we can use?

Lacey: Yes

Reuben: Would recommend having a dedicated machine

?: Zoom allows for AI transcription, may have special rate for not for profit

Terry motioned to authorize purchase of up to \$2k. Steven seconded motion. Vote: 5 yes / 0 no / 0 abstain.

7:47 PM Lacey Budget Proposal

Majority goes to staffing, but showed other expenses

Have some grant funding coming in for early literacy

BJ: What ADMW number did we use?

Lacey: 159, currently at 153 students but set below max capacity of 168

Steve: Important to have some rainy day funds for upcoming potential expenses, were able to add some positions to staff

BJ motioned to approve the budget proposal as presented. Steve seconded. Vote: 5 yes / 0 no / 0 abstain.

7:57 PM Staff Handbook (Lacey)

Had consultant, staff and legal counsel work on draft of staff handbook. Linked our workshop norms into stated norms

Staff norms focus on IB traits

Staff feeling comfortable with it

Reuben: Went from unionized staff to non-unionized, have similar protections been incorporated?

Lacey: There's a whole section on complaint procedures, discrimination, etc. However, are at-will employees so contract is different.

BJ: Is document internal only or public?

Lacey: Currently internal only.

Steve motioned to adopt staff handbook as written. Terry seconded motion. Vote: 3 yes / 0 no / 2 abstain.

8:06 Meeting adjourn

Next meeting: Oct 14 virtual