

Madrone Trail Public Charter School

Jackson County, Oregon

Regular meeting of the Board of Directors

Wednesday, September 14, 2016

I. Call to order/ Roll call

Amy called to order the regular meeting of the Madrone Trail Public Charter School Board at 5:45pm at Madrone Trail Public Charter School 3070 Ross Ln. Central Point, OR 97502.

Sarah conducted a roll call. The following persons were present: Jane Higgins, Amy Gygax, Sarah Trujillo, Lousie Lavergne, Monica Rathjen, and Mark Siervert,

Karen Bailey (Administrator)

Absent- Sherri McFarland, Leann Tourzan`

II. Opening verse

III. Approval of minutes and agenda adjustments: tabled to next meeting. No agenda adjustments.

IV. Approval of consent agenda

a.) **budget updates: June 2016 and July 2016: tabled to next meeting** We are still waiting for progress from accountant.

V. Discussion Items:

a.) **Capital Campaign:** Amy Gygax provided some reading material on what a capital campaign is, and some things that we need to think about, and plan for if we take up a capital campaign. We will go over information, and discuss other Board Fundraising ideas further at future meetings.

b.) **Board member agreement, ethic statement and code of conduct: tabled**

c.) **Director evaluation/ goals: Karen Bailey** Discussion of goals that were given at August meeting.

d.) **Leadership council: Karen Bailey** less formal meetings will be held the 2nd and 4th Mondays of each month after school. All board members, faculty, and Parent

Council invited. It would be good to have a regular member of the board that can commit to being at Leadership council meetings.

- e.) **Grievance policy:** Updated policy discussed, a few typos, and clarifying changes need to be made, but it is overall a good policy.
- f.) **Board goals:** Discussion of what we would like to make our goals for this year. **Amy Gygax** provided timeline of regular board duties. We need to look closer at the strategic plan, and board self-evaluation. How do we make sure that the children in the school are learning, and how do we know they are doing well? A push for more participation
- g.) **5th grade traveling to California** Mr. Dusek has put in a request to take his class on a field trip into California. Discussion of safety concerns, and conditions that would make this field trip approvable.
- h.) **Board Correspondence Thank you's-**

VI. Action Items:

- a.) Approval of board member agreement, ethic statement and code of conduct: tabled
- b.) Approval of director goals

Louise Lavergne I move to approve the director goals **Monica Rathjen** I second the motion.

Motion approved

Aye - 6 (Gygax, Higgins, Rathjen, Lavergne, Sievert, Trujillo)

No – 0

- c.) Approval of grievance policies with minor edits

Mark Sievert I move to approve the grievance policy **Louise Lavergne** I second the motion.

Motion approved

Aye - 6 (Gygax, Higgins, Rathjen, Lavergne, Sievert, Trujillo)

No – 0

- d.) Approval of 5th grade out of area field trip

Jane Higgins I move to approve the 5th grade field trip on the condition of a written plan for how to deal with medical emergency within 30 minutes. If hiking in, at least one medical professional as chaperone. Plan needs to be shared with all chaperones. Written plan to be submitted to the director. **Sarah Trujillo** I second the motion

Approved (with met conditions)

Aye – 6 (Gygax, Higgins, Rathjen, Lavergne, Sievert, Trujillo)

No – 0

VII. Informational items: Karen Bailey- Thank you all for last nights Back to School Night.

VIII. Closing Verse

IX. Meeting Adjourned

Minutes submitted by: Sarah Trujillo

Minutes approved by: _____
Board President