

# Valley Inquiry Charter School

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## Governing Board Meeting AGENDA

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August 13, 2018 | Broadway Commons, Stayton Room 202, 6:30pm

### Board Members

Board President & Chair	Ken Slough	Public: None
Vice Chair	Vacant	
Treasurer	BJ Foster	
Secretary	Carol Topaz	
PTC Representative	Chuck Hackett	
At-Large	Matthew Reynolds	
At-Large	<del>Sharon Anderson</del> (ABSENT)	
At-Large	Kyle McSmith	
At-Large	Terry Rohse	
At-Large	<del>Latricia Straw</del> (ABSENT)	
Non-Voting Member	Jesse Payne, Principal	

### Agenda Items

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**6:30pm Meet and Greet in the Common Area**

**7:00pm Call to Order in Stayton Conf. Room #202 7:01 pm**

**7:05pm ITEMS TO DISCUSS AND VOTE**

- Review and approve June 2018 Minutes – not yet available, will be done next time
- Accept resignation of Sharon Anderson – All in favor to accept resignation. Chuck request motion/Terry second the motion. All Aye, No objections.

**7:15pm REPORTS**

Treasurer's Report BJ Foster

- Relay invoice was paid. Minimal activity. Had the opportunity to do a Quick Books review with Sarah and Matthew.

Principal's Report Jesse Payne

- No report. Dr. Payne provided a review of his background including teaching in Southern California, Doctorate at USC, positions at Corban University in Salem and family.

PTC Report Chuck Hackett

- Meeting last week. Event/Fundraiser review.
  - Faculty Recommendation that events be held on Thurs. when Friday there is no school so more can attend.
  - Coming up – would like board to consider budgeting for portable air for Sarah and every classroom and screens for windows as there is currently only one screen per classroom. PTC is concern about workload and level for staff. Jesse will look into.
- Supplemental income of some sort suggested, but this violates Union position.
  - Jesse asked about the cushion amount in the budget. BJ noted charters often fail due to financial reasons and others provided long time board history about last economy downturn and preparations.

- Jesse noted he would like to see an update to the visual resources in the classroom, AC, and community garden.
- Additional history was provided about this building initially set out to be a temporary space and former consideration that VI would be housed with Roberts Middle School.

**7:30pm BOARD MEMBERS & POSITIONS**

Fill vacant Vice Chair position – Terry and Kyle – Kyle withdrew his name from consideration. BJ requested motion/Chuck second the motion. All Aye, No objections.

- Lack Staff/Board transition manual – anything we can compile helpful.
- Terry – each board member writes down what they do to help the next generation
- Matt – Ricardo gave us some information for BJ. Other positions did not. More than just a list of 'what', we need to document the 'how'. RE: Charter Agreement – last page – Submission to district – unclear how we generate that information for the district. Jesse noted most of these items will come from him.
- Jesse also noted that he would look at the evaluation for enrichment teachers.

**7:45pm BOARD GOALS/VISION – Lay foundation for year with fresh board. Institutional knowledge.**

- New By-Laws
- Improved Board document repository
  - Centralized archive
    - Financial records
    - Minutes
    - By-Laws – Terry Point Person, look over with recommendations next meeting
    - Charter
  - Access control for board
- Updated Online presence – name contacts info. Links to charter, etc.
  - Meeting dates/schedules
  - Minutes
  - Board Members/Positions/Contact info
  - Charter
- Time limit for meetings
  - Due date for review – 1 week out
  - Minutes out before next meeting for review – 1 week out
  - Agenda, etc.
- Contact list on web

**8:25pm COMMENTS/QUESTIONS**

- Follow up next meeting:
  - June and August Meeting Minute review/approval
  - Docs Site - Chuck
  - Bylaws - Terry
  - Docs - Kyle
- Jesse will look into staff levels/licensing positions, screens and/or air conditioning for classrooms and other areas, community garden, visual media resources for classrooms, meeting with finance this week,

**8:30pm Meeting Adjourn 7:59 pm**

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Next Meeting: Monday, September 10<sup>th</sup>

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