

MADRONE TRAIL PUBLIC CHARTER SCHOOL
Jackson County, Oregon
Meeting of the Board of Directors, Regular Meeting
Wednesday, October 23, 2013- 6:00 p.m.
Madrone Trail Public Charter School – 3070 Ross Lane, Medford, Or 97502

Board Members

O Mr. Dan Beck

X Joseph Frodsham

O Mr. Cliff Beneventi

X Tracy Boykin

X Dr. Lorraine McDonald

X Mr. Perry Hart

X Katherine Holden

X Lynn Sullivan

Discussion of sixth chapter from '*The Way of a Child*'.- tabled until next meeting

1. **Call to Order/ Roll call:** 6:10 p.m.
2. **Verse** – led by Joe Frodsham
3. **Agenda adjustments and approval of minutes:** Welcome Michelle Coull to the Board. Addition to 5e Faculty voting a member to sit on the board. Addition of Acceptance of faculty representative on the board. Addition to the 5f Parent council update from Ted Trujillo
I motion we approve the minutes from the September Meeting with no modifications. Katherine Holden 2nd by Lynn Sullivan Consensus vote to approve the minutes
4. **Public Comments:** - no public present
5. **Discussion items:**
 - a. **Waiver Follow up –Lorraine McDonald-** Got an email from Julie Evans for the waiver to get more clarification. The districts concern is trying to limit the population to the school. Lorraine McDonald will follow up with other schools who are Public Waldorf Schools who have the waiver. **Perry Hart-** are these other Oregon schools? **Lorraine McDonald-** no, mostly it is California schools. It really impacts a small

number of students we will do a little more research and send it back in. **Katherine Holden** We need to show how this really affects the school as a whole. **Perry Hart** are there any Oregon schools who have this waiver to this affect. **Lorraine McDonald** I will follow up with the other Oregon schools to find out. Do you feel like I need to bring back a letter back to the board? Or just send it to Joe and he will distribute the document for comments. – consensus to just submit letter to Joe to be distributed.

- b. Board recruitment –Lorraine McDonald** – I asked Dan about asking Amy Rudolph to re-apply for the board, I called Amy and she decided to re-apply for the board position hopefully to be on the agenda for next month. I also know Joanie Kitchner she established a charter school in Napa Valley, California and thought about asking her to join our board or her husband to join. **Michelle Coull**-what about going through the old applicants and ask about if they want to re-apply for the board. **Lorraine McDonald** We have gone through the past applicants. **Joe Frodsham** Before the board members have just asked people to join that they know who are looking for Community volunteer opportunities. We could put a little blurb in the newsletter stating that we are looking for new board members. **Lorraine McDonald** I was talking more of community members hopefully we will have a vote from Parent council to establish a member on the board. **Lynn Sullivan** Also we could look at past big donors from the auction and see if they would be interested in a board position. **Michelle Coull** What is an ideal number for the board? **Lorraine McDonald** 9 would be ideal but no more than 14. I will write up a note for the newsletter.
- c. Board Nomination policy- Lorraine McDonald** -Review of the handout from last month from the Portland Village School. We want it to be very general so that we are not having a list of guidelines that we have to adhere to. We are looking at the Parent Council nomination to submit 3-4 names for the board to meet , interview and elect one onto the board. Same with the Faculty we were looking to have 2-3 members that the board would be interviewing to appoint one onto the board position. Any thoughts on the beginning of the policy. **Joe Frodsham** do you have a policy number yet? We will look up what policy number is next available. **Katherine Holden**- the objective is that the board is making the selection with the recommendation of the different parties. **Lorraine McDonald** - the reason of this is to keep us a non- membership corporation rather than a membership corporation. Then every May during the annual meeting we can do our elections. **Joe Frodsham**- If the

parent council has a nominee I would assume they would be filling out the board application also. **Lorraine McDonald** yes and the people would then have a public interview. How did the Faculty do it? **Michelle Coull** – We were in discussion about faculty representation on the different committees and came to a consensus as to who would be representing the staff. If it is a possibility for a second faculty member I would like to take that to the faculty. **Lorraine McDonald**- I would suggest that the faculty write up the process for nomination of the faculty members for the board placement.

- d. Bylaw revision-** Lorraine McDonald- basically the strike through is the final revision that needs to be discussed section 2 article 3 of the board of directors. (Lorraine read out loud). The bylaws are generic and the policies will be what uphold the procedures. We represent many counties so that we are not limited to just Jackson County. Board members number not less than 5 but no more than 14. We changed the nomination to change to include parent council and faculty. We need to vote on section 2 / 3/ 5.1. Any questions.
- e. Faculty representation on the board-** Lorraine McDonald you said that we just discussed it and volunteered. **Joe Frodsham** would you like to have a formal vote. **Lorraine McDonald** I don't know that we need to change it now but in the future needs to be written and formalized. **Joe Frodsham** I will speak with Jane and Sara who are the faculty chairs. **Lorraine McDonald** we just want a procedure in place to last well after we are not here. Do part time faculty participate in the process of voting for selection of the representative? Say you nominate someone who doesn't have much knowledge of the Waldorf curriculum before we suggested that they person be a Waldorf teacher or training for a minimum of 2 years. The bottom line is the board still holds the power to vote this person on or off the board.
- f. Parent Council update** – Ted Trujillo Meeting is tomorrow, **Lorraine McDonald** I must say I saw the agenda and it is fabulous. **Ted Trujillo** we are trying to get more people involved. We would like to petition to have a mascot. See where the stance of this would be. Something that is in line with our curriculum and what is in line with our children. **Joe Frodsham** I went to the Volley ball competition the “composters” something like that? **Michelle Coull** is this something that I could take to the Faculty? **Ted Trujillo**- That is what I am asking. **Lorraine McDonald** I think it would be fun. **Perry Hart** – I don't see anything wrong with it. **Michelle Coull** I will check with Mechtild also this week and see if it is appropriate. **Ted Trujillo** – Auction this year will be

Marti-gras Masquerade I have been doing some research on the topic we will be holding it on March 8th at the Country Club I will be putting together a budget and then put it up to the board or approval. We got some more people ready to sign up and search for donations. We did \$39,000.00 from the Auction last year I would like to see \$50,000.00 as a goal for this year. Looking for music, High School, Jazz band or something like that. Do you have any questions for us? **Joe Frodsham-** I will be there tomorrow. **Ted Trujillo-** We are planning on being here this weekend to do a little more painting and weeding. **Lynn Sullivan -** I would like to be your board liaison for the Auction. Tracy can send you my email. **Katherine Holden** – you always have the meeting on Thursday. **Ted Trujillo-** it will always be the day after the board meeting at 3:30 p.m.

6. Action items:

- a. Board member interview questions- Katherine Holden** I didn't have time to send these out yet so I brought copies for everyone (see documentation). I asked for information from board members and compiled them together, reworded a couple of them. **Joe Frodsham** number one is an open ended question? **Katherine Holden** I did leave that an open question to get a better understanding what the interviewee knows about our school. **Lynn Sullivan** – I think it is good to keep it simple and that way we can do a round robin and each board member ask a different question. **Katherine Holden** These are suggestions we don't have to ask them but question 10 is a little daunting, **Lorraine McDonald** I agree the question 8 on side two is a little better worded and it doesn't seem like we are asking for money. **Lynn Sullivan** I agree with that I think they may have time to give and not monetary compensation. **Lorraine McDonald** – what are the differences in the two documentations from what we had before? **Katherine Holden** – I did remove a few of the questions (see handout) So we will use side 2 as written.

I move that we accept the new board member interview question as discussed Lorraine McDonald 2nd by Lynn Sullivan

4 Aye – (consensus, McDonald, Sullivan, Holden, Hart)

0-No

Motion Approved.

- b. Acceptance of Cliff Beneventi's Leave of Absences- Dan Beck Joe Frodsham-** Does this affect the quorum? If he is on leave of absences?

Lorraine McDonald I don't know the answer to this either so it will just be like he is absent. **Lynn Sullivan** if it became an issue we could vote him off the board then reinstate at a later date. **Joe Frodsham**- I could call Julie Evans or Phil Long to see if it is even possible.

Lorraine McDonald- I suggest we do not vote on this just understand that he will be absent for an extended period of time. **Lynn Sullivan** – I suggest that we accept his leave of absence and if need be change it at a future meeting.

I motion to accept Cliff Beneventi's leave of absence by Lynn Sullivan 2nd by Perry Hart.

4-Aye (consensus, McDonald, Sullivan, Holden, Hart)

0-No

Motion Approved

- c. Bylaw revision- I approve to accept the revision of the bylaw revision Section 2 , Section 3 and Section 5.1 of our bylaws. Lynn Sullivan 2nd by Katherine Holden**

4-Aye (consensus, McDonald, Sullivan, Holden, Hart)

0-No

Motion Approved

- d. Acceptance of Faculty representative to the board.**

Lorraine McDonald Do we want to just accept or do we need to do a Public interview? **Joe Frodsham** we will be setting precedence:

Perry Hart: I am curious of your evolution to Waldorf education?

Michelle Coull I did start in a public school subbing as a teacher I have my master's in education. I moved up north taught at John Muir. I moved back down here and was taking some courses in remedial education and met Yale and talking with her I just knew that it would be a perfect fit for me. Sometimes, for me I feel like I wonder why I didn't study it in my formal education because it is a perfect fit.

Katherine Holden – what are you passionate about? **Michelle Coull**

My family is very important, my boyfriend and dog, reading is a passion. **Lynn Sullivan** what is one of your objectives as being a faculty meeting on the board. **Michelle Coull** – a lot of what Ted was talking about, being part of a moving unit that works smoothly, I would like to see it work more into that form. It felt divisive the first few years that I was here and I wanted the voices of everyone to be counted.

Lorraine McDonald what do you perceive as the strength of our

school. **Michelle Coull**- the charter schools in general, to have an option, in the public school there are a lot of good things. For me being in a charter school with the small school feel and the Waldorf curriculum. I don't think Waldorf is for everyone but it is really growing. I really like Siskiyou school, but I really like working in a public school, that is open for everyone. **Joe Frodsham** – in our direction we are heading to get a faculty that is fully Waldorf trained. 80% Waldorf teacher certified, how do you see us going about doing that? **Michelle Coull** in theory I like the sound of that but being a practical teacher, I think it would be difficult. I know we have teachers who are going through the 3 year program at Rudolph Steiner. For me I would want to be in something that is formed and stable there are pieces that are helpful in the training they are in. I don't know how we are going to do that. Also the financial responsibility. **Joe Frodsham** we are paying for it. **Michelle Coull** I don't know the answer to that, I would want the program to be clear and formed but they are just in the process of putting it together. **Lynn Sullivan**- I think it is a good goal to move forward towards the 80% . **Lorraine McDonald** I found this process really helpful and illuminating.

I would like to move that we approve Michelle Coull as the faculty representative onto the board of directors. Lorraine McDonald and 2nd by Katherine Holden.

4- Aye (consensus -McDonald, Holden, Hart, Sullivan)

0-No

Motion approved.

7. Budget expenditures for August Government Account - September 2013

I motion to approve all deposits and expenditures in the government account for the month of September as stated in the packet. Katherine Holden 2nd by Lorraine McDonald. Discussion? Hearing none

5 Aye (McDonald, Sullivan, Holden, Hart, Coull)

0-No

Motion approved

Beginning balance

\$145,342.33

Checks cleared from previous month

50349	50442	50443
50444	50445	50446
50447		

\$17,726.50

Checks cleared this month

50449	50450	50451
50452	50453	50454
50455	50456	50457
50458	50459	50460
50461	50452	50463
50464	50465	50466
50467	50468	50469
50471	50472	50473
50475	50476	50477
50478	50479	50480
50481	504825	50483
50484	50485	50487
50488	50489	50491
50492	50493	50495

\$44,050.44

\$ 79,503.44

Total amount cleared

Checks not cleared

50474	50486	50490
50494		

\$720.84

Voided checks 1 - 50470

Electronic Payment	33 transactions	\$112,896.29
Voided electronic	0	
Deposits	3 Deposits	\$95,475.00
Ending balance		\$83,870.60

Private Account – September 2013

I motion to approve all deposits and expenditures in the private account for the month of September as stated in the packet. Katherine Holden 2nd by Lynn Sullivan. Discussion? Joe Frodsham I know that the Private accounts looks as if it is doing well however, I will draw your attention to the fact that not all the

money in the Private account can be used for paying the mortgage. Some of that money is earmarked for the different classes and projects that we are doing, I am really working on getting this Parent pledge drive rolling. In fact, I have 100% of the faculty who have pledged. **Lorraine McDonald** I would like it to show on the minutes that the board members who are present have all agreed to also participate in the Pledge Drive.

5 Aye – (consensus vote- McDonald, Sullivan, Holden, Hart, Coull)

0-No

Motion approved

Beginning balance \$41,492.39

Checks cleared from previous month

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Checks cleared this month

1677	1678	1679
1680	1681	1682

\$3,255.48

Total amount cleared

\$3,255.48

Checks not cleared 0

Voided checks 0

Electronic payments 4 transactions

\$2051.13

Voided electronic 0

Deposits 6 deposits

\$5,290.34

Ending balance

\$41,476.12

High Yield Savings Account – September 2013

I motion to approve all deposits and expenditures in the high yield savings account for the month of September as stated in the packet. Katherine Holden 2nd by Perry Hart. Discussion? Hearing none vote done by consensus

5- Aye (consensus vote- McDonald, Sullivan, Holden, Hart, Coull)

0-No

Motion approved

Beginning balance	\$59,167.97
Interest payment	<u>\$ 7.52</u>
Ending balance	\$59,175.49

Savings Account – September 2013

I motion to approve all deposits and expenditures in the savings account for the month of September as stated in the packet. Katherine Holden 2nd by Lynn Sullivan

**5 Aye- (consensus vote- McDonald, Sullivan, Holden, Hart, Coull)
0-No
Motion approved**

Beginning balance	\$184,961.70
Interest payment	<u>\$31.36</u>
Ending balance	\$184,993.06

Payroll Account – September 2013

I motion to approve all deposits and expenditures in the payroll account for the month of September as stated in the packet. Katherine Holden 2nd by Lynn Sullivan

**5-Aye (consensus vote- McDonald, Sullivan, Holden, Hart, Coull)
0-No
Motion approved**

Beginning balance	\$468.01
Deposits	4 transaction \$58,034.00
Electronic withdrawals	3 transaction \$27,555.80
Other withdrawals NSF fee (refunded above)	<u>34.00</u>
Ending balance	\$30,912.21

8. Informational items:

- a. Building update: Joe Frodsham** – see bid sheets for the new staircase to be built for the additional room for the computer lab. I would like to see it finished by Christmas break. Jesse is wanting to start to teach his kids typing so that they can take the testing through the state with the upcoming Smarter Balance standards. I don't want the kids to do any Oaks testing until February. The smarter balance test is a one test and you are done. I will continue on with the

construction of the stair case. **Lorraine McDonald** Do we have a final on the total for the portables? **Joe Frodsham** I am just waiting on the alarm system and the fire system.

b. Tomorrow we will be having a lock down drill. (informational)

9. Closing verse led by Joe Frodsham

10. Meeting adjourned 8:05p.m.

Signature Board President or Chair