

MADRONE TRAIL PUBLIC CHARTER SCHOOL
Jackson County, Oregon
Meeting of the Board of Directors,
Wednesday, June 25, 2014- 6:00 p.m.
Madrone Trail Public Charter School – 3070 Ross Lane, Medford, Or 97502

Board Members

X Michelle Coull

X Joseph Frodsham

X Perry Hart

X Tracy Boykin

X Katherine Holden

X Lorraine McDonald

X Amy Rudolph

X Lynn Sullivan

1. **Call to Order/ Roll call:** 6:08 p.m.
2. **Verse:** led by Joe Frodsham
3. **Agenda adjustments and approval of minutes:** Discussion item ‘g’ on Thank you’s and appreciation to our parents. Action items add ‘a’ sabbatical, ‘b’ board member elections, ‘c’ approval of the consent agenda.
Katherine Holden I move to approve the minutes of the May 28th board members.
6- (McDonald, Hart, Holden, Coull, Sullivan and Rudolph)
0-No
Motion approved
4. **Approval of consent agenda – tabled to action item 8c**
 - a. **Budget : Expenditures for May (compilation report from Tom Wilcox for February 2014 included in packet)**

CONSENT AGENDA:

Government Account – May 2014

I motion to approve all deposits and expenditures in the government account for the month of May as stated in the packet.

Beginning balance \$125,337.96

Checks cleared from previous month

50639	50662	50667
50668		

\$ 383.76

Checks cleared this month

50670	50671	50673
50674	50675	50676
50677	50678	50679
50681	50682	50683
50684	50685	50687
50688	50689	50690
50691	50692	50693
50694	50696	50697
50699	50700	50701
50704	50705	50708

\$7,259.43

Total amount cleared

\$7,643.19

Checks not cleared

50595	50652	50653
50672	50685	50695
50698	50702	50706
50707		

\$1,669.12

Voided checks 50680/ 50698

Electronic Payment 23 transactions

\$84,457.26

Voided electronic 0

Deposits 3 Deposits

\$100,612.00

Ending balance

\$133,849.51

Private Account – May 2014

I motion to approve all deposits and expenditures in the private account for the month of May as stated in the packet.

Beginning balance				\$75,882.14
Checks cleared from previous month				
	1768			
				\$ 264.98
Checks cleared this month				
	1772	17736	1774	
	1775	1776	1777	
	1778	1779	1780	
	1782	1783	1784	
				<u>\$2,282.91</u>
Total amount cleared				\$2,547.89
Checks not cleared				
	1767 1769 1781			
				\$278.11
Voided checks				
Electronic payments	5 transactions			<u>\$1,889.70</u>
Voided electronic	0			
Deposits	8 deposits			<u>\$10,701.60</u>
Total fees & other Withdrawals	1 transactions			<u>\$0.10</u>
Ending balance				\$ 82,146.05

High Yield Savings Account - May 2014

I motion to approve all deposits and expenditures in the high yield savings account for the month of May as stated in the packet.

Beginning balance	\$59,212.75
Interest payment	<u>\$ 4.85</u>
Ending balance	\$59,217.60

Savings Account – May 2014

I motion to approve all deposits and expenditures in the savings account for the month of May as stated in the packet.

Beginning balance	\$202,164.84
Interest payment	\$ <u>16.83</u>
Ending balance	\$202,181.67

Payroll Account – May 2014

I motion to approve all deposits and expenditures in the payroll account for the month of May as stated in the packet.

Beginning balance		\$1,471.56
Deposits	3 transaction	\$ 68,000.00
Electronic withdrawals	7 transaction	\$ 66,783.42
Ending balance		\$ 2,688.14

5. **Public Comment:** None present

6. **Interview board Candidates**

- a. **Krista Peterson** – I have been on the board for Willow Tree Condo’s for 10 years. **Katherine Holden** what would you be bring to the board? **Krista Peterson** What are the requirements of the board? **Lorraine McDonald:** we oversee the financial, and make sure the school is holding to the law. **Krista Peterson:** I am very good at the facility improvements, I am already very involved in the school. I am very fair but I am also very firm in my beliefs and am not afraid to speak up. **Lynn Sullivan** what two things are you passionate about? **Krista Peterson** my first is to make sure my daughter is in a safe learning environment and the second would be my business. **Michelle Coull** why did you come to Madrone? **Krista Peterson** I talked with a therapist when my daughter was having problems in her public school at first we were in the Waldorf School in Ashland. And heard about this school and she has been doing very well here. I think her teacher cares for her. **Joe Frodsham:** we are a Waldorf school and we try to implement the Waldorf pedagogy what do you see as the best part of that? **Krista Peterson** I don’t know much about Waldorf, I do like the art that is offered at this school. **Amy Rudolph** what do you think are the strengths and weaknesses for Madrone? **Krista Peterson** the strengths of the school is that teachers, the challenges would be the parents and children who don’t want to listen and be respectful. **Katherine Holden** any other challenges? **Krista Peterson** I would like to see this school looking better. I think that would show that we care about our facility. The classrooms look good but the outside could help

us a lot with public perception. **Perry Hart:** Fundraising? **Krista Peterson** I was involved in the auction committee for two years the first year, I just helped the second year I was one of the parents actively involved. I also put on a race each year. I have also thought of putting on a car show and a dual-a-thalon where you ran, biked, and then ran again. **Lorraine McDonald** do you have questions for us? **Krista Peterson** Not really it is similar to being on the board for the condo's if there is a problem you would fix it and make sure the school is budgetary sound.

- b. **Mark Sievert:** **Lorraine McDonald** tell us how you came to Madrone Trail. **Mark Sievert** we were at Griffin Creek it was o.k., we had just moved out from Chicago, we had heard about Madrone Trail. Things didn't get better at Griffin Creek so since it was Waldorf based we wanted for our children, we had applied for a Waldorf school in Chicago. We have 3 children 3rd grade, 6th grade and 8th grade **Katherine Holden** why are you interested in being on the board for Madrone? **Mark Sievert** I hadn't really considered it, however, it was suggested by a couple of people. I want to help out and be a part of the governing board, I don't have any prior board experience. **Lynn Sullivan** Maintenance, facility, looks like you have listed on your application, what about fundraising? **Mark Sievert** I have been getting involved in fundraising, with 5th grade I helped raise money for the San Francisco trip. **Lynn Sullivan** you pulled your oldest from a Middle school how did she feel about that? **Mark Sievert** we did introduce her to McLoughlin, but we did a visit day at Madrone and let her decide. She is the one who choose to come here. **Joe Frodsham** what do your knowledge or understanding to pedagogy for Waldorf? **Mark Sievert** in the general, I like how it looks at the whole child and the developmental stages of the child, I am in the process of reading 'the education of a child' to get a little introduction, it has a bit of slower pace for development. I like how it doesn't put as much emphasis on academic rigor as in the traditional public schools. **Amy Rudolph** what are a couple of things you are passionate about? **Mark Sievert** definitely family and the children, so much revolve around that in our lives, I am very active love volleyball and camping, almost any outdoor activity. **Lorraine McDonald** what do you see as the challenges or areas of improvement? **Mark Sievert** the site development and possibly the financial to keep it progressing and stable. From what I can see there is a lot of area that need to be beautified. With the Waldorf education beautification seems to be a key, it will take a lot of volunteer

hours. **Lorraine McDonald** do you have questions for us? **Mark Sievert** I don't know the board process, but can pick things up quickly, if there is anything about what the board does that I need to know?

Lorraine McDonald: We are a non-profit so we have a lot of work to do on that side as a board, we are also a public entity and so we need to know the laws that govern the board of Directors. Also to represent our schools to the best of our ability in and out of the school. **Mark Sievert** we are tied to the Medford School District. Lorraine We are sponsored by the Medford School District they are the overall supervisors and will reevaluate the progress of our school each 5 years.

7. Discussion Items:

- a. **Sabbatical policy: Katherine Holden** Committee met twice for 2 hours at a time on Monday and Wednesday. We had a really productive discussion on both days. **Joe Frodsham** she did an excellent job of directing the meeting. **Katherine Holden** the committee came up with 2 options. (see handout Sabbatical policy proposal) On the 2nd page the 2 options. Feel free to stop me and ask questions. Option 1 is full year off with 100% of salary paid. Option 2 is partial sabbatical they would receive 100% of salary and would work 25% of the school year or if chosen can take a full year off with 75% of their salary instead of 100%. The only little change at the end is the way the salary scale typed up at the bottom potentially creates a 3rd (see handout). **Lorraine McDonald** I would like to see a line added that states "if budgetary constraints allow". I would like to see a 50% sabbatical, I feel like that would be a great bonus to the teachers. **Amy Rudolph** I know that we talked about also honoring the specialty and Kindergarten teacher I would like to get this started sooner rather than later. **Perry Hart** I believe that that is really important also and really needs to be looked at. **Michelle Coull** the committee felt like we got a lot of work done in a short amount of time.
- b. **Board retreat / strategic planning** this will help with grants etc. July 26th or sometime in September or the 29th of August.
- c. **Director evaluation Katherine Holden** we have not completely done this as of yet. According to our bylaws we need to get this done. End of the year report and reflections. Evaluate the director using the forms in the packet should, you should only rate direct experience with each bullet on the form so there will be some not applicable. Will compile and then present to Mr. Frodsham in executive session in July. We are a month and half behind, have Joe do the self-reflection within the next week, then send out the electronic evaluation the following week.

Lorraine will be compiling the information. To go to executive session in July

- d. **Pedagogical leadership: Lorraine McDonald** Talked to a Waldorf teacher this week she could not believe that we did not have a pedagogical leader on staff. Each of our teachers at school, we have 2 teachers who have the 3 year teacher training. **Joe Frodsham** We did work with Michael Wipes and we are looking at hiring him to take over the upper grade mentorship. **Lorraine McDonald** I don't see how we can call ourselves a Waldorf school if we do not have a Waldorf teacher on staff in a pedagogical leadership role. This is where I feel like our weaknesses are. I would like to see that changed. No time line or feelings on how to get this in place. **Amy Rudolph** I agree with what you are saying, are you looking at when we replace Joe or a part time position? **Lorraine McDonald** I don't want to put this up against a sabbatical, because I don't want to see an either or I want to see both. **Michelle Coull** I hear the need, I wonder if we have someone who is pedagogically sound or do we need someone who is more like Joe who is dealing with all of this. I gravitated to Waldorf inspired because I love the blending of both Waldorf and the Public school. Having this desire and a curriculum to solidify my beliefs and still give me the freedom to be a teacher. Yes take a look at what it looks like at Waldorf schools, but also how it looks with a Public Charter School. **Joe Frodsham** in our slide show for parent orientation, we have a slide that states we are a Waldorf Inspired School. I do stop the slide at that time and let the parents know that we do strive to hold to a lot of the Waldorf beliefs. Mechtild Howard is the best at this, she believes that there is a spectrum not a set way to teach Waldorf curriculum. I don't know of another person who is imbedded in the Waldorf curriculum more than Mechtild. **Lorraine McDonald** I want to see someone who is like Mechtild on the grounds 5 days a week, either part time or full time if possible. **Michelle Coull** Mechtild sets up a schedule with all the teachers she mentors at the first of each year. **Amy Rudolph** it sounds to me like you feel like there needs to be someone here full time to help hold things together. **Perry Hart** I want to back track a little bit, I am very much in support of this concept. There is something beyond the curriculum that make a school a Waldorf school it is the underlying philosophy, you have an understanding of the child development is essential to having a Waldorf school. **Katherine Holden** I would like to look at Mechtild and the budget. I get a little confused in the pedagogical leadership. **Lorraine McDonald** I don't have any specifics

because I am not Waldorf trained. I feel like we are a rudderless cruise ship, we don't have someone who has taught all the grades and can keep us on the right path. We will leave as a discussion item on the agenda until resolved

- e. **Capital campaign Lorraine McDonald** basically a capital campaign can be a bunch of little fundraisers, a Capital campaign has to have a theme to it. We need to think about what that entails and if we have a strategic plan, we can work this in to it. The thing is to get the community on board, need to have a very professional well thought out plan to present. People are feeling that it is something that we should be doing. **Lynn Sullivan** we did do one of those each year for the health clinic. We would feed them lunch and a lot of time they would earn 75-100 thousand dollars a year to keep the building running. **Amy Rudolph** I am completely 100% Waldorf. This will not be as easy as getting people on board with something like cancer or underprivileged health care.
- f. **Grant writing needs** Hear from teachers on what their needs are. For instance Jesse said we need a wood fence. We need this list from the Faculty. Angela Stuhr is currently putting a binder together.
- g. **Thank you's to parents/ community members Amy Rudolph** last month we talked about doing thank you's and appreciation. I did go thru the list to look at parents who have done there 20 hours and it came out to be a huge list. **Lynn Sullivan** We could build that into the Capital Campaign those are the people we want representing our school. **Perry Hart** the teachers got involved with that at Summerfield we would do written notes. **Joe Frodsham** I send out a lot of notes to parents who have gone over and above. **Amy Rudolph** I was thinking of doing it from the board. **Lynn Sullivan** We could leave it on the agenda and recognized 10 parents each board meeting.

8. Action Items:

- a. **Sabbatical policy: Katherine Holden I motion to approve option 2 as written in the sabbatical policy.**

Discussion: Katherine Holden I am not really on board with the break down with the option to come in and work. ok I understand it is not changed from what the original discussion was is just worded differently. **Michelle Coull** just a clarifying question they could take a full year off and get 75% of their salaries for 7.5 months instead of a reduced rate. **Joe Frodsham** that would be a payroll thing not a board issue but yes that can be worked out. **Lynn Sullivan** I would be supporting option 2. **Perry Hart** each teacher said they would like

option 1 and that would be their preference. **Amy Rudolph** put into the policy “contingent on budgetary constraints allowed”. **Lorraine McDonald** That is why I would support a 50% sabbatical, I want to not have to cut this policy I think it would still be a very generous time off. It saves us money in that we have more support at our school. **Lynn Sullivan** for the record I agree with you but this committee has worked and these are the options that we were presented with. **Amy Rudolph** I feel on the fence, but we did work really hard with the teachers and we should at least try and if it doesn't work we can revisit it in the future. **Perry Hart** this is really compensation for all the hard work that the teachers have been putting in. That really is the truth of it is. **Lynn Sullivan** we can all tighten our belts and live off of 75% - if we can do it why not make them happy and let them take this bonus.

5- Aye (McDonald, Hart, Holden, Rudolph, Sullivan)

0-No

1- Abstain (Coull)

Motion approved

- b. Vote on prospective board members from interview: Lynn Sullivan**
I motion to vote Krista Peterson for a 1 year term for Madrone Trail.

Discussion – Lynn Sullivan , I know Krista out of school and she is a real get it done person. **Katherine Holden** I hope that she will be willing to not only hold her ground but be willing to compromise.

One or two year term? – Michelle Coull we should add this onto the interview questions.

6- Aye (McDonald, Hart, Holden, Coull, Sullivan, Rudolph)

0-No

Motion approved

I motion to vote Mark Sievert as a new board member for a 1 year term for Madrone Trail.

Discussion-none

6-Aye (McDonald, Hart, Holden, Coull, Sullivan, Rudolph)

0-No

Motion approved

- c. Consent agenda: Budget for May questions on 3 checks – Michael Humphreys/ Tina Skaletsky/ sub for Matt for Pentathlon.**

**Katherine Holden I motion to approve the consent agenda.
6 -Aye (McDonald, Hart, Holden, Coull, Rudolph, Sullivan)
0-No
Motion approved**

9. Informational Items:

a. Joe's update Misc.

- Looking for a Language teacher prefer French and Spanish, Dara has a friend I am interviewing tomorrow who speaks French and says he could also do Spanish. I did interview Ina and she is fluent in Spanish, but not French. Also it might be possible to hire two separate people on part time basis.
- Language art text books I have been looking for curriculum that matches the Waldorf philosophy but gets us ready for the common core testing. I have Mechtild coming to preview the text that the Medford School District has adopted. Alyssum would like to adopt it for the 8th grade curriculum and Jesse would like to take the 7th grade current book and split it between 6th and 7th grade. The new curriculum would be \$98.00 per student but you get 6 years of materials. **Katherine Holden** So if you by 8th grade curriculum you are good for 6 years of replacement materials. **Perry Hart** what a great time for the teachers to go down to the training to ask the trainers and other teachers what they are doing to align with the common core.

Lynn Sullivan dismissed at 8:51p.m.

- I met with Phil Long yesterday thanked him for his support and wished him luck in the future. Phil did mention that he thought we would have good luck in getting the local neighbors who live in the community around the school to come and do a painting party to help paint the school.
- Facility, I have asked Roger to mow the lawns every 10 days and to reseed the area where they do games. Couple of sprinkler heads not working right but we are getting those fixed.
- Looking at putting bark along the schools after it is painted so we have a nice finished presentation.
- July 8th is a lead removal class and have asked Jesse and Roger to go. I have asked a lead removal crew to come in and they gave us an estimate on how much it would cost to have what little lead paint we have removed. We do have some asbestos

putty in the windows by the street so we are going to putty over
it and seal it in.

10. Closing verse led by Joe Frodsham

11. Meeting adjourned 9:04

6/26/14 tb

Signature Board President or Chair