

MADRONE TRAIL PUBLIC CHARTER SCHOOL

Jackson County, Oregon

Meeting of the Board of Directors,

Wednesday, August 26, 2015- 6:00 p.m.

Madrone Trail Public Charter School – 3070 Ross Lane, Medford, Or 97502

Board Members

X ___ Perry Hart

X ___ Joseph Frodsham

X ___ Katherine Holden

X ___ Tracy Boykin

X ___ Hannah Jackson (via Skype)

O ___ Lee Magnuson

X ___ Lorraine McDonald

X ___ Amy Rudolph

X ___ Mark Sievert

X ___ Lynn Sullivan

Review book study 'Partnership of Hope' chapter 6 discussion began at 6:03- 6:15 question # 3

1. Call to Order/ Roll Call Opening Verse led by Joe Frodsham: at 6:16 p.m.

2. Approval of minutes and agenda adjustments: I motion to approve the minutes from the June Meeting by Amy Rudolph 2nd by Mark Sievert

7 Aye (Hart, Holden, Jackson, McDonald, Rudolph, Sievert, Sullivan)

0-No

Motion Approved

3. Public Comments: No public present

4. Discussion item:

a. Director Search update (15 min) Amy Rudolph: We have had no official applicants as of yet. But Sarah Sievert did contact me and she had some questions and will hopefully send stuff in soon. Waiting on one last letter of recommendation. Katherine and I met and talked about what we need to start doing at this point so we created a general response (see documentation) next we will be going over the interview process and what is to be expected. We are list on the Alliance Website we are the 2nd job at the top of the search. **Lorraine McDonald** I talked with Mark about a conflict in regards to Sarah potentially being named director. I feel as long as he abstains from any hiring and financial decisions that I didn't see a conflict. How is the rest of you feel? **Katherine Holden** I feel the same. **Amy Rudolph** We would like to do a presentation to the parent body about what we are doing for the director search. **Lorraine McDonald** are you going to be able to meet and start to put together a hiring

committee? Hannah would you be able to talk with the teachers and see who would want to sit on the committee. **Hannah Jackson** absolutely. **Perry Hart** if we could get a page to be able to post at some of the schools that do Waldorf Training. **Amy Rudolph** it is all on our website but I could get the information together and email to Perry for distribution to training centers. **Lorraine McDonald** do you have a date for the committee to get together and formulate the hiring committee. **Katherine Holden** we can meet in a couple of weeks.

b. Board Correspondence Thank you's: Tabled until Septembers Meeting.

c. Updating Family Handbook and Employee Handbook: Lorraine McDonald: I talked with Sabrah today and she is working on the Family handbook and getting ready to post it on the web site. As far as the Employee handbook we are working on getting this updated. We have gone over everything that is in there and now needs to be turned over to the administrative staff to get it cleaned up we have several things that need to be noticed annually. **Joe Frodsham** I will take on that project. **Lorraine McDonald:** It is a big project but we will get it in compliance.

d. Strategic Planning – see handout- Lorraine McDonald I have this ready to be reviewed a lot of this is taken from the Golden Valley Plan. Important thing is the Management portion of the strategic plan. It may not be possible but it is important to have a plan in place. **Perry Hart** I would like to see some interpretations or changes in wording done. Like Project Portfolio. Service expectations changed to goals. Would make it cleaner as new people read the Strategic plan. **Lorraine McDonald** this is very much the business verbiage and I agree it would make it cleaner. Our strategic plan states that we will have a group of people working on the different areas of the strategic plan within the next five years. Not necessarily what that final project will be but that there are key pieces that we will be working on at our school. I just took all the information from our planning session and the golden valley plan incorporated almost all the areas that we are currently wanting in our plan. **Lynn Sullivan** I like it I think the verbiage is a little strange but it would be nice to start getting the plan together and having people meet and start some of the areas that we want to accomplish. **Lorraine McDonald** yes the last thing we want is to in five years be in the same situation that we are in today. To help expand the different people who are involved. And we use it for getting big donors and grants. **Perry Hart** I would be happy to go through and circle the things that are rather confusing with the language and we can revisit this at the next meeting. **Lorraine McDonald** Something that the community and faculty can rally around. **Katherine Holden** did they have the list of things that they wanted? **Lorraine McDonald** page 9 is 'the what' we want and page 10 is 'how we plan' on accomplishing these things. **Katherine Holden** so we will have a project timeline for each goal that we want to accomplish. I would redo the 2nd page and make it similar **Lorraine McDonald** I will do some more simplify it to our top 5 priorities. If anyone wants to help let me just let me know. **Katherine Holden** I would make it very simple and very generic. **Hannah Jackson** they are very big ideas and I like that we are breaking it down and getting the ball rolling. **Perry Hart** all of the others started with a strategic plan like this, this is a great start.

e. Planning for Fall board community retreat possible dates: Lorraine McDonald Maybe we should have a party like a board / faculty party or social event in October. We can send out a doddle poll during the 3rd week in September

5. Action Items:

6. Consent Agenda – Tabled until September's meeting.

CONSENT AGENDA:

7. Informational Items:

- a. **Letter from Alyssum Barber: Lorraine McDonald** I really liked the idea of bring in a consultant. She mentioned a mistrust building around the realms. I feel like that is true and that my idea or understanding is not the same as someone else's. The fact that 'Joe's ideas are dismissed by the board' I was a little taken back by that and wanted to get more specifics as to what she is thinking. Her love for Joe and his support of his teachers comes out. **Amy Rudolph** It was challenging to not have specifics without any examples. Hard to know what she is referring to? Perry Hart: it called to me about getting a consultant to me this is another call for a pedagogical consultant. A little bit of knowledge of the Siskiyou school hiring 2 administrators one pedagogical and one business administrator. The faculty really likes the pedagogical administrator. The hope was to have him do speaking or presentation / consulting. We could contact him and see if he would be willing to come and do some consulting for us. **Amy Rudolph** I think it will also bring us closer with the Siskiyou School. **Lynn Sullivan** I see this is being a good thing because we have been the fiscally responsible for a lot and having to say no and maybe seems like we are not supportive of the teachers which we are. So having 2 administrators would help to clean that up a little. **Mark Sievert** are both of the jobs full time? **Perry Hart** my understanding is that they are full time. **Lorraine McDoanld** she has outlined what she would like to see, and it would be good when we sit down with Carl if we have a list of things that we would like to have some consultant **Perry Hart** He could do faculty meeting and or parent meetings. To help people understand the pedagogical side of the school. We just need to start that somehow. **Lorraine McDonald** that is what Mark was talking about getting people involved. **Katherine Holden** I would be nice to have clear guidelines as to what our job descriptions are. Like we are going around in circles. Is it a general consensus with the staff that we need defined descriptions? **Hannah Jackson** I can't speak for Alyssum or the faculty but I feel like it would be good to have defined descriptions. I would be happy to talk with the faculty and see if that is something that the faculty would be wanting. **Katherine Holden** may to word it like "would it be helpful to have a consultant" If there is a unified theme from the faculty then I would love to get a consultant that will benefit the staff. **Perry Hart** could we email her and asking about some clarification on some of these issues. And maybe have Hannah bring this to the staff and see if this is a general consensus. **Hannah Jackson:** I would want to get Alyssums permission prior to releasing it to the faculty. Email questions to Perry for clarifications on Alyssum's letter.

b. **Adjourning our regular session at 7:15p.m.**

8. **Executive session Called to order at 7:15 PM ORS 192.660(2)(i) : Executive Session adjourned at 8:09 p.m.**

Regular session opened at 8:10 p.m. (Lynn Sullivan dismissed at 8:00 p.m.)

9. **Joe's Update Misc.:** we are on track for the opening of school. We had Shooting Star nursery come and do a layout of the flower beds that bloom in the spring and others that bloom in the fall. We are on track to open the school it is going to be a good year.

10. **Closing Verse: Joe Frodsham**

11. **Meeting adjourned 8:16 p.m.**

Board President or Board Chairman Signature

- All board members read Chapter 7 of the Partnership of Hope
- Amy to email a letter to Perry for distribution to training centers.
- Lorraine to update the Strategic plan
- Perry to email Alyssum and see if we can get some specifics.
- Email questions to Perry for clarifications on Alyssum's letter
- Tracy to email Perry Alyssum's email address.
- Table Lee's letter and financials until next meeting.
- Katherine and Amy to schedule next directors search committee meeting.
- Joe to update the employee handbook
- Hannah ask the faculty for the consultant.