

Madrone Trail Public Charter School

Jackson County, Oregon

Regular meeting of the Board of Directors

Wednesday, August 9, 2017 at 4:30 pm

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

I. Call to order/ Roll call

Amy called to order the regular meeting of the Madrone Trail Public Charter School Board at 5:30pm at Madrone Trail Public Charter School 3070 Ross Ln. Central Point, OR 97502.

Sarah conducted a roll call. The following persons were present: Amy Gygax, Sarah Trujillo, Monica Rathjen, Leann Tourzan, Kellee O'Shea, Brenda Stein, Jodie Arellano

Karen Bailey (Administrator)

II. Opening verse

III. Approval of minutes and agenda adjustments

a.) **July Meeting Minutes- Leann Touzan** I make a motion to approve the minutes for July 2017 Board Meeting.

Kellee O'Shea I second the motion

Aye – 7 (Gygax, Rathjen, Trujillo, Tourzan, O'Shea, Stein, Arellano)

No – 0

b.) **Agenda Adjustments- Amy Gygax-** We need to add item g. to discuss the work session.

IV. Public Comment- none

V. Perspective Board Member Interview- Jane Higgins

VI. Approval of Consent Agenda-

a.) **Expenditures for June 2017- Monica Rathjen-** I make a motion to approve the expenditures for June 2017. **Kellee O'Shea** I second the motion.

Motion Approved

Aye – 7 (Gygax, Rathjen, Trujillo, Tourzan, O’Shea, Stein, Arellano)

No – 0

VII. Discussion Items:

- a.) **Time Keeper- Brenda Stein-** I volunteer to be the time keeper
- b.) **Back to School Night- Amy Gygax** We will have one more regular meeting before our Back to School Night, which is Thursday Sept. 21. It would be good for us to discuss what we want to present, who will speak and what the timeline of the night will look like. **Jodie Arellano** Kellee, and I can prepare a representation of what the supply fee goes toward, to give parents a concrete idea of what we use that money for. **Karen Bailey** Tracy will be there to accept payments. I will give a short State of the School address. **Amy Gygax** I will introduce the board, unless I am out of town. **Sarah Trujillo** I can be back up for that. **Monica Rathjen** I can talk briefly about the Strategic Plan. **Sarah Trujillo** I will talk with Julie Furrer and Lisa Hoshler about making sure that Parent Council is prepared to talk about committees, have heads of committees there to take volunteer sign ups. **Leann Tourzan** It would be good to have a short paper prepared that has contact info, and explanation of committees and associated duties.
- c.) **Emergency Family Leave- Amy Gygax** I have revised the Emergency Leave Policy, and want everyone to look over it. I would like to have a final document done soon, so if there are any edits please let me know soon.
- d.) **Strategic Plan Committee Update Leann Tourzan** We had a meeting to work on the timeline for the Strategic Plan, and think it would be helpful for
- e.) **Revised Budget Karen Bailey-** I am presenting a new budget that reflects the additional money that we received this year.
- f.) **Thank you’s**
- g.) **Work Session Amy Gygax** Since we were going to spend some time today discussing the renewal of our charter, and are now, not doing that, we will focus on that at our work session next week. We will also discuss the capping of student enrollment in 8th grade.

VIII. Action Items

a.) Vote on Perspective Board Member- Jane Higgins

Motion Approved

Amy Gygax I make a motion to approve Jane Higgins as a member of the board for a two-year term. **Sarah Trujillo** I second the motion.

Aye – 7 (Gygax, Rathjen, Trujillo, Tourzan, O’Shea, Stein, Arellano)

No – 0

b.) Approval of Updated Budget- Sarah Trujillo I make a motion to approve the updated budget. **Jodie Arellano** I second the motion.

Motion Approved

Aye – 7 (Gygax, Rathjen, Trujillo, Tourzan, O’Shea, Stein, Arellano)

No – 0

IX. Informational items

a.) Directors report- Karen Bailey You are all invited to the Rotary Salmon Bake on September 10th.

b.) Faculty report

X. Closing verse

XI. Meeting adjourned

Minutes submitted by: Sarah Trujillo

Minutes approved by: _____
Board President