

Madrone Trail Public Charter School

Jackson County, Oregon

Regular meeting of the Board of Directors

Wednesday, November 9, 2016 at 5:30 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: Jane Higgins, Amy Gygax, Sarah Trujillo, Monica Rathjen, Mark Sievert, Leann Tourzan,

Karen Bailey (Administrator)

Absent- Louise Lavergne

II. Opening verse

III. Approval of minutes and agenda adjustments: Amy Gygax We need to do make an adjustment to the agenda; we need to add that we are approving also July August and September expenditures. We need to remove approval of family leave expenditure, because there is not yet a policy set for approval

a) Approval of October minutes

Motion approved

Monica Rathjen I move to approve the October minutes **Mark Sievert** I second the motion

Aye – 6 (Higgins, Sievert, Rathjen, Gygax, Trujillo, Tourzan)

No - 0

IV. Public comment-

V. Approval of consent agenda

a) Approval of June 2016 expenditures

Motion approved

Mark Sievert I move to approve the expenditures for June 2016 **Leann Tourzan** I second the motion

Aye – 6 (Higgins, Sievert, Rathjen, Gygax, Trujillo, Tourzan)

No - 0

b.) Expenditures July 2016

Motion approved

Sarah Trujillo I move to approve the expenditures for July 2016 **Amy Gygax** I second the motion

Aye – 6 (Higgins, Sievert, Rathjen, Gygax, Trujillo, Tourzan)

No - 0

c.) Expenditures August 2016

Motion approved

Mark Sievert I move to approve the expenditures for August 2016 **Jane Higgins** I second the motion

Aye – 6 (Higgins, Sievert, Rathjen, Gygax, Trujillo, Tourzan)

No – 0

d.) Expenditures September 2016

Motion approved

Monica Rathjen I move to approve the expenditure for September 2016 **Mark Sievert** I second the motion

Aye – 6 (Higgins, Sievert, Rathjen, Gygax, Trujillo, Tourzan)

No - 0

VI. Discussion Items:

- a.) **Board recruitment Amy Gygax** Since Sherri has stepped off the board, I wondered if anyone has had any progress in considering who we would like to add

to the board, Kellee O'Shea is interested in applying, we have also talked in the past of trying to find people from the greater community. Kellee let me know that she knows of someone that might be interested as well. **Jane Higgins** it would be nice to find someone with a financial background. We do need a new treasurer. **Monica Rathjen** When I joined the board I remember that one of the outgoing members was a person who needed to be on the board as a way to gain experience towards certification of some kind. **Amy Gygax** That was Katherine, who was working towards becoming an administrator. **Jane Higgins** It might be worth reaching out to her, to see if she knows of anyone that might be interested in serving. **Amy Gygax** I will get in touch with her. **Karen Bailey** I am talking to the Rotary Club so I can ask for sponsors for our auction, and also possible Board members **Amy Gygax** We are looking for an accountant background.

- b.) **Board Fundraising Amy Gygax** We started our discussion about this last time, does anyone have anything to bring up? **Karen Bailey** I have one. This is a work in progress, I have been thinking of this since I read a book called "The Gift" which discusses how indigenous cultures use beads, and shells and they give, and it's an honor to give, but then the receiver passes it on, and it creates a community. I wanted to think of what would be a gift that would represent generosity, that could be given once, and then again and again. So, it moves through the world as gift dollars. So I created The RAG doll, and it stands for Recognizing Authentic Generosity Dollars. We would make them, and then someone would donate say, \$5000, they become the host of a RAG doll, they keep it for no more than a year, and then it has got to move, they find another charitable organization that can use the doll to get donation. The history of the doll would be recorded somehow as it goes place to place. Perhaps a website. **Amy Gygax** So the board would support this by finding donors? **Karen Bailey** Yes, I would like to start making them, but I would need help finding donors. **Amy Gygax** Is there any other discussion about what commitment we want to make to fundraising as a board, or what we would want that to look like? **Jane Higgins** Karen and I had discussed specific fundraising, as in a way for donors to give to specific categories of fundraising, like a building fund, or supplies, or something. If it a big enough amount of money, the fund could be named after the big donor. **Amy Gygax** Are you thinking that the board would decide together what we wanted to fundraise for each year? **Jane Higgins** We would take one of those particular funds and set a goal of what we would want to raise. **Amy Gygax** We can revisit this next month as one option that the board could commit to, or just commit to what area in the school we want to fundraise for, and make a goal for that. **Jane Higgins** We also need to remember that we have committed to bringing sponsors for the auction. **Amy Gygax** Next meeting we can decide about what our commitment is so we can start working toward it. **Monica Rathjen** If anyone has connections to other Waldorf schools it would be interesting

to see what advice they might have to offer. **Jane Higgins** It would be good for us to consider a grant writer that could be compensated somehow, so that we can find someone that would be able and willing to put in the time. **Sarah Trujillo** I do have an idea for a fundraiser. I am not sure that we could or would want to make it board specific, but I would love to explore the idea of a Knit-a-thon. Kids could get pledges, and we could use the product to donate to an organization like Maslow Project. I am not sure how to make it happen, but I want to get it out there!

- c.) **Strategic Plan Amy Gyax** I just wanted to check in Leann you were going to start that timeline. **Leann Tourzan** I think it will be realistic to have a substantial part by January **Karen Bailey** Leann did a great job of explaining the strategic plan to the faculty **Leann Tourzan** I think there is some interest from some to join the committee **Amy Gyax** If that is the case we will need to change what kind of committee it is, because if it is a board committee it can only be board members. **Karen Bailey** but they could give us feedback. If Leann and I are the committee, they can give us feedback. **Amy Gyax** Make sure that if you schedule a meeting, that you let Sarah know, so she can post it. Report back as things develop. We will keep it on the agenda, and just check in periodically.
- d.) **Three Sophia's celebration. Amy Gyax** I will be sending out official invitations. Dec. 2nd at 8:30. It will be under 30 minutes. Since we won't have another meeting before that we should go over some details. Board members should try to be there. (Details discussed)
- e.) **Eighth grade exit interviews Amy Gyax** Each fall we do interviews of the previous year's graduating class. We check in to see where they are going to high school, how they are doing in high school, and how long they were at Madrone Trail. We ask about things that were positive in their experience, and if they have any feedback on how we could improve our school. I will email you a list of about 3 families, and the form with questions on it. If you try to call, and they don't call back after a few tries, we can mail them a hard copy. Sometime they students want to give feedback and talk. You can email me back the answers or bring them to the December meeting. I can get them all together and get them to Karen, because it will be helpful for her when she does her annual report to the district. They do want to know how our graduates are doing, and how we are preparing them for high school. **Karen Bailey** That reminds me, this is not connected, but we talked about it today, and you all need to be invited, Dec. 1st is when the Medford School Board does their site visit. They interview teachers, parents, students and board members. **Amy Gyax** What time do they want to meet? **Karen Bailey** I don't know **Jane Higgins** Usually you set up as schedule with them. **Karen Bailey** I think Michelle Zendell has done that. **Amy Gyax** So knowing that, if any of you are able to get

those done, get them back to me. They have asked about that in the past, at their site visits. If we have so say that we are in the process, and we have last years, that is okay, but if have some positive quotes to pass on to them, it would be good too. If you (Karen Bailey) could email the board with time information for that. So I will email you all your list of graduates, and questions. **Karen Bailey** I don't do that, do I? **Amy Gygax** No, and teachers are exempt as well, they have enough other things to do. There are also times when faculty overlap with parents and families, and I think that it is nice if the interviewer is someone that they don't know, so that if there is something they want to share, they feel comfortable. We will bring it back and talk about what we find out.

- f.) **Family leave request Jane Higgins** We have three families that are pregnant, this year, and it has come up to have a family leave policy, and at the time, we do not have anything set up. So there was a push to have that happen and so the teachers that were interested formed a committee, and looked at possible ways to find money, for that, and talked about how long. So, they came up with some suggestions and ideas, and came back to the faculty and wanted to take money from our educational funds. There was a lot of questions and concerns. Like does this come from soft money, and we weren't sure about okaying, where there is a list of other thing that we want that have not been met yet. There a was a decision that we were not ready to say yes to this. After that we came up with a possibility that we could us some substitute funds, and an account that we could pay subs out of. There is not a policy set up for this. So there two pieces, do we have the money for this and then we need to move forward and have a policy of what that would look like. The time has been discussed, and what is the dream, and what we can afford. So, we are trying to work on that process now, and we did discuss this in our faculty meeting today, and as bringing from that sub fund how long could we support these two teachers. I think we decided that it would not be for part time, it would be for full time teachers. How long could we support these teachers that wanted leave, even for this year? And the question was brought up of 'what else would this discision be affecting?' bonuses or raises, training etc. I think everyone feels unanimous that this would be a great thing to offer for our school. But also, it is a quick decision, and if we say yes to this, what are we saying no to? **Karen Bailey** The committee that met came up with a proposal for a policy, and they were wanting 12 weeks of paid family leave. I didn't know where the money would come from, we are already stretched so thin. Every teacher gets 10 days' subs paid ever year, 5 sick days, and 5 annual days, so that money is in the budget, it needs to be held for paying subs. The idea is, what if you don't use those days? In the past, the money goes back into the general funds. So there is the idea of rolling that over each year, to create a fund, that the teachers voluntarily give up their extra days, and if we could expand it to not just a family leave fund, but an emergency fund with

family leave prioritized. So, that everyone can potentially benefit from it. Hilary came up with a survey today to figure out what the budgetary priorities are for the faculty. We had thought we would be bringing you a proposal to move money in this year's budget from one category to another, and that's when things started not feeling good, and that someone is going to have to potentially sacrifice. And there is also an awareness of what soft money is, that we have \$146,000 that we hope to get out of supply fees, and fundraisers that we hope we get, but is not guaranteed, so do we want to spend it and end up in the hole. But this sub money is already there for subs. I thought that we needed more than \$15,000 but we actually don't, so we could have \$75,000 that could go toward a potential teacher emergency fund this year. **Mark Sievert** Does that sub fund cover part time teachers? **Karen Bailey** I thought it did, but it usually doesn't. Partly it is because it can be hard to find subs for specialty classes. In the past assistants do not get subs, I think in some classes it would be nice to, like for 1st grade it would be essential. Teachers have never had it rolled over, so they are not losing anything. I would like the policy to be brought to you next month, so that we could start to put that money into a fund so that it could possibly grow over time, and we could then offer teachers more time. **Mark Sievert** I would like to see the part time teachers grouped together in that, and somehow covered. Maybe not right away, but something we could work toward. **Monica Rathjen** Would we be able to know that we would not exhaust that fund? **Karen Bailey** There will have to be a process where you would apply for it, and it is only what is available, and not necessarily be guaranteed any. **Amy Gygax** So next month you will bring a policy? **Karen Bailey** Yes

- g.) Sprouts preschool waiver** **Karen Bailey** I wanted to let you all know that the board would need to decide at some point if we wanted to apply for a waiver for our preschoolers to get priority enrollment in our lottery. The families now know that it is not the case. I was hoping to apply for a waiver, but Gesine has really educated me about the waiver that we didn't get that she worked on that would have given any child with Waldorf preschool including homeschooling preference in our lottery. They didn't give it to us, and they won't, because it is seen as restrictive. **Amy Gygax** We are 99.9% sure that if we applied for this waiver they would not give it to us, because you are giving priority to people that are paying, and that is restricting access to the general population. **Karen Bailey** I was hoping that our sliding scale would help to make it less restrictive, but no. In Colorado we did get the waiver, and it did become restrictive, because families would pay for their child to go to the preschool, and then soon only children that were in the preschool were able to get into kindergarten. Pedagogically that's sound, then we have classic Waldorf mixed age kindergarten 3-6 year olds, and you have those kids for several years, but it does make it more like a private school. I am resolved not to apply for a waiver, but wanted to let you all know where we stood. The good side, is that we

had a preschooler that was a terrible behavior problem, but they had not paid tuition, and we were able to ask them to leave. They could still apply to be in kindergarten, but this was a negative experience, and the Sprouts program does give us a way to get to know potential students. But we do not have to keep any preschool program here. This was kind of an experiment so we can talk about that. **Amy Gygax** After talking to Gesine, and thinking about what it would mean to give priority to those preschoolers, I don't personally feel like it is something that we should ask for, because it does restrict access, and as a charter school we are trying to open up the access to Waldorf education to all families, and not just people that happen to get in here and can pay. **Jane Higgins** It is such a shame that families that want Waldorf so much, but then kids get in and their families don't know about Waldorf. **Amy Gygax** I was in favor of the waiver that Gesine was working on, but after seeing that the State was not going to approve it I think that it is not likely that we could get anything like that approved. If someone feels strongly about doing it, it would be a lot of work for that person. Not to discourage them if they feel that is important. **Sarah Trujillo** How many kids do you currently have enrolled in Sprouts? **Leann Tourzan** 16 **Amy Gygax** Do you know how many are siblings and will get priority anyway? **Leann Tourzan** 5 or 6 I see that changing over the years. Right now kindergarten has 16 siblings. **Amy Gygax** That will probably go in waves.

h.) **Board Correspondence Thank-you's-** Lynn Sullivan, and Coach Steve

VII. Action Items:

a.) Approval of board member code of conduct

Motion approved

Mark Sievert I move to approve the board code of conduct with corrections **Sarah Trujillo** I second the motion

Aye – 6 (Higgins, Sievert, Rathjen, Gygax, Trujillo, Tourzan)

No - 0

Discussion Amy Gygax for clarification, as I was combing the two documents it occurred to me that one was a policy, and the other is an agreement. So really we can keep both as separate documents.

VIII. Informational items: Karen Bailey- Teacher training is part of our charter, and supporting our teacher training. The board need to be thinking about what we want in the way of teacher training.

IX. Closing Verse

X. Meeting Adjourned

Minutes submitted by: Sarah Trujillo

Minutes approved by:  _____
Board President