

# **Madrone Trail Public Charter School**

Jackson County, Oregon

Regular meeting of the Board of Directors

Tuesday, June 20, 2018 at 5:30 pm

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

## **1. Call to order/ roll call**

Monica Rathjen called to order the special meeting of the Madrone Trail Public Charter School Board at 6:10pm at Madrone Trail Public Charter School 3070 Ross Ln. Central Point, OR 97502. Monica Rathjen conducted roll call

present: Monica Rathjen, Erik Johnsen, Gesine Abraham, Alyssum Barber, William Mieger, Steve Farrington, Nancy Escherich, LeAnn Tourzan

Karen Bailey (Administrator)

## **2. Opening verse**

## **3. Public Comment – No public comments**

## **4. Thank you's – Alyssum – Evaluator on short notice Leann Tourzan – Johnny Walker for letting us use his field to park at Mayfair**

## **5. Approval of minutes and agenda adjustments**

### **a. Approval of June 5th Special Meeting minutes**

### **Motion Approved**

**William Mieger** - I make a motion to approve the minutes from June 5, 2018 board meeting.

**Erik Johnsen** - I second the motion

**Aye – 6 (Rathjen, Johnson, Abraham, Barber, Mieger, Farrington)**

**No – 0**

## **6. Approval of Consent Agenda**

### **a. May Expenditures**

#### **Motion Approved**

**Erik Johnsen** - I make a motion to approve the May expenditures

**Monica Rathjen** - I second the motion

**Aye – 6 (Rathjen, Johnson, Abraham, Barber, Mieger, Farrington)**

**No – 0**

## **7. Informational Items**

- a. Faculty Report – Nancy Escherich** – Discussed wanting conformation of board meeting dates, spending time on the calendar, Mactilde budget, requesting salary matrix, Dara willing to take on computer request, compensation to Leann and others for doing the preschool. Leann Tourzan – Discussed closure of the year with a healing circle
- b. Director’s Report – Karen Bailey** – Discussed the follow up of the job description for Mactilde.
- c. Other informational items – Monica Rathjen** – Contact information for the board to Steve. **Erik Johnsen** – working on the group email

## **8. Discussion items**

- a. Music program—Jodie Arellano** –Trying to understand what the music program will look like next year. The faculty voted not to have Landon back next year. What the faculty needs me to do as everyone has a different idea. Why do we have so much turnover in music teachers? Create a better program that is consistent. Will work on a plan to present for the program.
- b. Open Executive Session ORS 192.660(2)(f)**
- c. Close Executive Session ORS 192.660 (2)(f)**

- d. **Board meeting calendar for upcoming year – Monica Rathjen** – Typically we scheduled the second Wednesday of the month for board meetings at 5:30 due to people that have to work. We are required to have four meetings per year, we do at least eleven.
- e. **Update on 6<sup>th</sup> grade class meeting – Erik Johnsen** – Follow up meeting from a parent meeting to get feedback from the other members of the class. The parents had some ideas on how to work together. They gave a list of items for the school could work on. They all were engaged. William Mieger and Gesine Abraham attended as well. **William Mieger** – There was concerns with smart phone and math skills. **Gesine Abraham** – discussed putting a way to help bring up issue anonymously for the children.
- f. **Faculty contract renewals – Monica Rathjen** – Worked with Karen to get the formal pay scale **Nancy Escherich** – The faculty wants to see the pay scale.
- g. **Charter renewal update – Monica Rathjen** – Medford School District did not want a double track. We will go back and talk with Michelle regarding the kindergarten class size. **Leann Tourzan** – I would be happy to talk to them about the size of the class. **Gesine Abraham** – The cap is 262 students and the understanding was the cap was the main concern in the past. Alyssum Barber – if the test scores are good we can look at double track in 2019.

#### h. **Budget**

**Nancy Escherich and Leann Tourzan** recused themselves from the conversation due to potential conflict of interest

**Erik Johnsen** – The budget is more and more fluid every day. The strings program eliminated position. Hiring an interventionist. Want to hire half time for lower grades and one and a half for upper grades to also help with math. Dara wants to work extra quarter to offset her sabbatical. Trying to accommodate the requests we will need to add two to each class as well as the expanded preschool. Looking at donations and grants to help offset expenses such as computers.

- i. **Ms. Higgins field trip request – Monica Rathjen** – Marble Mountain backpacking request. Who has EMT background? Guide has been doing this for

20 years. 21 students estimated to go on this trip. Expenses covered by the class and GoFundMe. **Alyssum Barber** – when traveling out of state, with the field trip policy, are their guidelines around that. **Monica Rathjen** – discussed liabilities in Oregon and the increased liability. It is something to be mindful of when traveling out of state. **Nancy Escherich** – Tom has done this for 20 years and never had any issues. Monica Rathjen – how remote if there is an issue. **Steve Farrington** – they are very remote. **Alyssum Barber** – is there a liability insurance they carry? **Monica Rathjen** – We can talk to our insurance how they would complement each other's insurance. **William Mieger** – willing to say yes to the trip based on the risk assessment

**j. Interview Cori Royer – Monica Rathjen** - Cori is the current games teacher is willing to step in as the interim director- **Alyssum Barber** – What skills do you bring to the school **Cori Royer** – Good organizational skills, sense of overall vision, good at details, communication with faculty, students, and parents. **Erik Johnsen** – What do you think are our most pressing issues for the summer? **Cori Royer** – get us on the right track and tie up loose ends. Parents and faculty insecure right now. Communication between faculty and parents. **William Mieger** – what is your experience with the public-school system? **Cori Royer** – Humboldt State, student teaching k-6, AmeriCorps public school, games, after school program, then private school. **Monica Rathjen** – Cori is willing to step in as interim and would like to go back to games after the summer. **Nancy Escherich** – Cori has been faculty chair the last two years and has some administration **Erik Johnsen** – How much interaction do you get with the parents? **Cori Royer** – some I know really well, not as much as the teachers do. **Monica Rathjen** – feeling or have any concerns on stepping up then back **Cori Royer** – I don't feel relationships will change. With being the faculty chair they are already looking at me as a leader.

**k. Discuss hiring of interim director- Monica Rathjen** – I recommend we form a committee of two people to sit down with Cori and discuss the terms. We can run it by the attorney to ensure it meets employment law

**l. Open Executive Session ORS 192.660(2)(i)**

**m. Close Executive Session ORS 192.660(2)(i)**

## **9. Action Items**

**a. vote on Higgins field trip request**

**Motion Approved**

**Gesine Abraham** – I make a motion to approve contingent on feedback from Tom Sheldon and Lloyd with Proctors insurance.

**Alyssum Barber** – I second the motion

**Aye – 6 (Rathjen, Johnson, Abraham, Barber, Mieger, Farrington)**

**No – 0**

**b. vote on board meeting calendar for upcoming year**

**Motion Approved**

**Erik Johnsen** – I make a motion to approve the calendar for the board meetings schedule

**Steve Farrington** – I second the motion

**Aye – 6 (Rathjen, Johnson, Abraham, Barber, Mieger, Farrington)**

**No – 0**

**c. vote on budget**

**Motion Approved**

**Monica Rathjen** – I make a motion to approve the proposed budget for the 2018-2019 school year

**Gesine Abraham** – I second the motion

**Aye – 6 (Rathjen, Johnson, Abraham, Barber, Mieger, Farrington)**

**No – 0**

**d. vote on personnel issue**

**Motion Approved**

**Alyssum Barber** – I motion that Monica and Gesine carry out the conversation we agreed upon regarding the personnel matter

**Erik Johnsen** – I second the motion

**Aye – 6 (Rathjen, Johnson, Abraham, Barber, Mieger, Farrington)**

**No – 0**

**e. vote on interim director**

**Motion Approved**

**Steve Farrington** – I motion to appoint Eric and Monica to negotiate a contractual agreement with Cori Royer for interim director

**Alyssum Barber** – I second the motion

**Aye – 6 (Rathjen, Johnson, Abraham, Barber, Mieger, Farrington)**

**No – 0**

**10. Review important upcoming dates**

August 15, 2018 board retreat/training

**11. Closing verse**

**12. Meeting Adjourned**

Minutes submitted by: Steve Farrington

Minutes approved by: \_\_\_\_\_

Board President