



Eddyville Charter School
Board of Directors
P.O. Box 68
Eddyville, OR 97343
Phone: 541.875.2942

December 2018
Board Packet - No Official Session
AGENDA

- | | |
|---|----------|
| 1) Past Meeting Minutes: November 15, 2018 | Pg. 2-3 |
| 2) Informational Items | |
| a) Financial Report: Jackie Olsen | Pg. 4-5 |
| 3) Communication | |
| a) Administration Report- Stacy Knudson | Pg. 6-7 |
| i) Installation Quote | Pg. 8-10 |
| b) Athletic Director Report: Garrett Thompson | Pg. 11 |
| 4) Consent Agenda- Email Approval | |
| a) Policy approvals from November Packet | |
| i) CCG: Evaluation of Administrators | |
| ii) JHFF: Reporting Requirements Regarding Sexual Conduct | |
| b) ZCS Consulting Approval (Details in Admin Report) | |
| c) Swing Set Installation (Details in Admin Report) | |
| d) Installation of heater in room 7 (Details in Admin Report) | |

Next Meeting: January 17, 2018 at 6:30pm



Eddyville Charter School
Board of Directors
P.O. Box 68
1 Eddyville School Rd.
Eddyville, OR 97343
Phone: 541.875.2942
Fax: 541.875.4050

November 15, 2018
Board Meeting- Regular Session: 6:30pm
MEETING NOTES

Board Members in Attendance: Larry Cook, Ryan Gassner, John Lancaster, Stephanie Mekemson, Lisa Rorie

Administration in Attendance: Stacy Knudson

Board Members Absent: Rebecca Phillips-Sutton

ESD Financial Manager: Jackie Olsen (absent)

Minutes prepared by: Board Clerk: Dani Ulstad

1) **Meeting Called to Order** at 6:30pm by Ryan Gassner

2) **Past Meeting Minutes: October 18, 2018**

- a) Stephanie Mekemson moved to approve the passing of the October meeting minutes with one adjustment to add more detail to the stipend information. John Lancaster seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

3) **Agenda Adjustments**

- a) Addition to New Business: Adding two first readings of policies (b) CCG and (c) JHFF
- b) Addition to Action Items: Co-op with Siletz for Wrestling (c)
 - i) Lisa Rorie moved to approve the passing of the agenda adjustments. John Lancaster seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

4) **Informational Items**

- a) Financial Report: Jackie Olsen (Board packet)
- b) Administration Report- Stacy Knudson (Board packet)
 - i) ZCS quote conversation: the board advised to obtain two more consulting quotes and add the gym floor to the construction quote.
- c) Athletic Director Report: Garrett Thompson (Board Packet)

5) **Interested Party Comments (NONE)**

During this time the audience will have the opportunity to speak to the board. Anyone wishing to address the board is asked to complete a request via sign in upon entering the board meeting. The chairman reserves the right to limit time allocated to each presenter. It is requested that those addressing the board state their name for the record.

6) **Action Items**

- a) 7th Board Position Vacancy
 - i) With the resignation of a board member at the beginning of this school year, the board discussed filling the vacancy but never voted on whether or not to officially fill it. The vacancy was posted for 30 days and a letter of intent received. Lisa Rorie moved to fill the seventh board position. John Lancaster seconded the motion. The board voted unanimously in favor of the motion.
 - ii) A vote was held to fill the position. The board and public voted unanimously in favor of Abe Silvonon as the new board member.
- b) December Board Meeting

- i) Lisa Rorie moved to cancel the December board meeting unless a situation that needs attention arises. John Lancaster seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
- c) Addition to Action items: Co-Op with Siletz
 - i) Lisa Rorie moved to approve the Co-op with Siletz for wrestling. John Lancaster seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

7) Consent Agenda

- a) Policy approvals from October Packet
 - i) BDDH-AR- Public Comments at Board Meetings
 - ii) JGAB- Seclusion/Restraint
- b) Overnight Tournament Approvals
 - i) Gilchrist 11/30-12/1
 - ii) Umpqua 12/21-12/22
- c) Lisa Rorie moved to approve the consent agenda. John Lancaster seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

8) New Business

- a) Addition: Policies Readings (first reading)
 - i) CCG: Evaluation of Administrators
 - ii) JHFF: Reporting Requirements Regarding Sexual Conduct with Students

Meeting Adjourned 7:17pm by Ryan Gassner; Next Meeting: January 17, 2019



MEMORANDUM

December 17, 2018

TO: Eddyville Charter School Board of Directors
FROM: Jackie Olsen, CFO
RE: November 30, 2018 Financial Statements

Board Members,

Attached you will find the 2018-19 Cash Flow report, which presents actual revenue and expenditures through October 31, 2018 and projected revenue and expenditures through June 30, 2019. At this time, the estimated ending cash balance for FY18/19 is \$1,165,092, with \$130,000 of that balance reserved in Contingency.

Revenue for the month of November totaled \$194,635 and were projected at \$195,271.

Expenditures for the month of October totaled \$173,670 and were projected at \$223,365.

The latest revenue forecast was released in November. Revenue continues to increase for the state. One of the major factors driving the growth in revenue is the rising household incomes, Oregon's median household income has returned to median U.S. household income levels for the first time since the late 1970's.

On November 28th, the Governor's Recommended Budget (GRB) was released for the 2019-21 biennium. The GRB prioritizes K-12 education expenditures in the base budget and proposed other significant K-12, early learning and higher education investments that are tied to a new revenue package. In the base budget, a total of \$8.97 billion for the State School Fund, plus \$100 million to help pay down the K-12 PERS liability for a total of \$9.07 billion is included. Key investments that are tied to the revenue package include creating a \$793 million K-12 school improvement fund to provide Quality Education Model (QEM) recommended class sizes in grades K-3 and a full school year (180 days) for every district along with an additional \$133 million to fully fund Measure 98.

Please let me know if you have any questions or concerns regarding these statements.

**Administrative Report
December 2018**

Academic

- 🌀 Enrollment is currently at 205, however we are only funded at our 80%/95% up to 200. This concern is being addressed in the next charter proposal.
- 🌀 SBAC (Smarter Balance) Opt-out forms were distributed as an option for families. We remind that state standards and benchmarks are one tool to assess our instruction and learning, but as always, parents/guardians have opt-out abilities.
- 🌀 Music Program – 12/18/18 7:00pm
- 🌀 Drama Production postponed to January 10th at 6:00pm
- 🌀 Ready math underway and first round of i-ready diagnostics have been conducted.
- 🌀 Staff survey component for AdvancED is complete. Student, community, and school board surveys will be completed in January.
- 🌀 NAEP testing for our selected 8th Grade is set for February 26th, and all reports are being completed, letters sent home, and students notified.
- 🌀 Semester 1 ends on January 17th. New elective options will begin January 22nd.

Maintenance

- 🌀 ZCS's quote of \$18,000 for consulting services prompted a broader search. Rich Belloni advised that LCSD only works with ZCS and recommends we work with them. We are having trouble getting additional quotes.
- 🌀 Boosters are purchasing a swing set for installation with board approval.
- 🌀 One additional heater in room 7 is essential for this winter with board approval.
- 🌀 Water fountains and hot water heater upgrades have been installed. The electrical install for the high school hall fountain is not yet completed. WE are looking to expand our electrical contacts to speed up our completion time for various projects.
- 🌀 Gus reached out to get a quote for a complete removal and replacement/painting of gym floor. New Dimension Hardwood Floor quoted the entire process at 73,078. This quote is also attached.

Office of Superintendent

- 🌀 Measure 98/HS Success Grant agreement signed and submitted with ODE for \$23617.84. This is less than projected due to lower enrollment high school numbers at the time of the enrollment audit. Our increased numbers will be reflected in 2019-20 figures. We continue to enhance our technology access for staff and students, college and career readiness activities, and CTE.
- 🌀 Continued bus issues with MidCo have resulted in our office creating a master roster with parent contacts and data entry into a OneCall system. We also requested that MidCo do the same. Paul Williams has provided a quote from DataSchools for Midco to generate communication when emergencies arise. See attached quote for the initial set up and year one price as well as year 2 and subsequent years. \$7000 is quoted.
- 🌀 12-15 passenger van inquiry. New vehicles average \$35,000 and you can get a 2-yr old model in the mid-\$20,000 range. PACE prefers to insure 12-pasenger but will look into 15-pasenger on a case-by-case basis. They quoted a range of \$2800 - \$3200/year to ensure a van priced in the 25,000-26,000 range.

- Quick numbers on our current athletic trips, not reimbursed for education, cost roughly \$13,500 for high school and could potentially run around \$27,000 for middle school/high school combined. This is calculated at the estimated \$450/trip.
- 🌀 **Law Conference and Superintendent's Off the Record meeting/Superintendent's Academy was informative in regards to the Governor Kate Brown's proposed budget. Discussion around new health insurance double coverage laws and opt-out incentive plans being taken off the table effective Oct. 1, 2019 generated many questions/concerns. This will impact several of our staff as we move forward and we need to begin looking at alternative retention approaches.**
- 🌀 **Budget training and planning with Oregon's projected figures will take place January 23rd-25th in conjunction with Superintendent's Academy and Central Office OACOA workshops.**
- 🌀 **Dr. Gray has requested/invited me to attend the monthly all-admin. Sessions as we finish the year. Diana McKenzie is the Liaison for LCSD and charter schools. We are in frequent contact, have a required action plan and timeline for reports made to Dr. Gray's office, and are currently working on updating and presenting our charter renewal application to the LCSD Board.**
- 🌀 **Elementary sports have been facilitated through the help of Dani, Stacy, and Paula Gassner. Next year there is a strong need for one athletic director in charge of all sports, all facilities scheduling, and leading a parent/coach/community team for developing and growing our athletic programs here at ECS. We will need to look at what this entails and how to budget accordingly.**
 - **We have coaches and teams for 3/4 girls and boys and 5/6 girls and boys. We have been working with Mike Cavanaugh at Newport Rec. to coordinate and disperse rules, guidelines, and game schedules.**



NEW DIMENSION HARDWOOD FLOORS

CCB# 178156



**3155 W. 5TH AVENUE
EUGENE, OR 97402**

181933

Bill To

EDDYVILLE CHARTER SCHOOL
1 EDDYVILLE SCHOOL RD.
EDDYVILLE, OR 97343

Ship To

EDDYVILLE CHARTER SCHOOL
1 EDDYVILLE SCHOOL RD.
Gus 541-2942-ext 110

541-345-6664

11/28/2018

Description

OBJECTIVE: To refresh and update your sport athletic floor which will keep it in the best playable and safest condition, as well as maintain the value to students, staff, and general public.

GREAT REASONS TO DO BUSINESS WITH NEW DIMENSION ATHLETIC FLOORS:

- > WE ANSWER THE PHONE
- > WE HAVE BEEN IN THE ATHLETIC FLOOR BUSINESS FOR OVER 29 YEARS
- > ALL PROJECT MANAGERS ARE CERTIFIED BY NWFA , THE ONLY CERTIFIED CRAFTSMEN IN OUR AREA
- > ALL EMPLOYEES HAVE PASSED COMPREHENSIVE NATIONAL BACKGROUND CHECKS
- > ALL PRODUCT USED MEET OR EXCEED THE HIGHEST INDUSTRY STANDARDS
- > WE GIVE BACK TO THE COMMUNITY THROUGH THE ST. VINCENT DEPAUL /HBA VETERANS HOUSING PROJECT, PARTICIPATED ON SEVERAL RECENT PROJECTS

SCOPE OF YOUR PROJECT:

The removal and replacement of the old flooring, subfloor and cove base. Sanding, sealing, painting and finishing of the new flooring with any court lines and logos the school would like on the floor.

DEMOLITION:

We will remove and dispose of the old flooring. We will provide a 20+ yard dumpster.

INSTALLATION:

We will prepare the concrete for installation. We will install 6 mil plastic underlayment. We will install Action Thrust 1 floor system. Which consists 3/4" concal natural rubber pads attached to two layers of 15/32" plywood under 25/32" x 2-1/4" 2nd or better maple flooring.

SANDING PROCESS:

We will sand the gym floor smooth and flat, removing existing finish and paint and exposing bare wood. This will be done using our state of the art Floor Mack dual riding sander. Once the floor has been drum sanded to an acceptable smoothness, we will use a rotary buffer to prepare the floor for finishing.

THE SEALING PROCESS:

Fax #
541-345-6501

E-mail
sean@newdimensionhardwood....

Web Site
www.newdimensionhardwood.com



**NEW DIMENSION
HARDWOOD FLOORS**

CCB# 178156



**3155 W. 5TH AVENUE
EUGENE, OR 97402**

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11/28/2018

Description

The seal coat of Bona's SportSeal, oil-based gym floor sealer will then be applied. This will be followed by one coat of Bona's SportPoly gym floor finish. In all systems one seal coat and one finish coat will precede painting. These coatings will be buffed to smooth the surface and ensure adhesion of the paint and then thoroughly cleaned prior beginning the painting process.

THE PAINTING PROCESS:

We will paint all lines using Bona's Courtlines sport floor marking paint. All court lines will be striped following OSAA guidelines. Any logos/graphics will be provided by the school. We will issue court renderings for approval before striping and painting begins.

THE FINISHING PROCESS.

We will gently abrade the paint in order to ensure adhesion of the top coats and thoroughly clean the surface of the floor. We will then apply two final coats of Bona's SportPoly, high-gloss, oil-based, gym floor finish. This finish has excellent chemical resistance for perspiration and routine cleaning with a traditional light amber tone and exceptional gloss retention.

COVE BASE:

We will install new cove base.

The above work can be completed in a timely and professional manner for the sum of: \$ 73,078.00

Proposal to Eddyville Charter School and Eddyville Elementary School
For the use of DataSchools.

This proposal would be for the use of DataSchools hosted transportation management and DataSchools hosted online registration forms. This includes Staff portal, Parent portal, registration forms, registration reports, transportation forms and transportation reports.

Total cost for first year: \$7000 (includes Initial Setup and configuration and Annual use fee)

Initial Setup and configuration: \$4500

- Initial Setup of all students and parent logins based on enrollment in SIS.
- Setup of nightly updating servers and services
- Setup of links to OneCall and Email notification services.
- Initial onsite training of staff up to 3 visits 2 hours each

Annual use fee of hosted DataSchools: \$2500

- Phone support to staff
- Email support to staff
- 3 on site trainings 2 hours each

Custom registration forms can be created for Eddyville Schools. Cost of forms would be based on scope of work.

Thanks,
Paul Williams
DataSchools Systems Developer
541-264-1214
Paul.Williams@lincoln.k12.or.us

Garrett Thompson
Athletic Director

December A.D. Report

December 17, 2018

Hi All,

MS Girls Basketball are halfway done with their season. The MS Girls are currently undefeated. MS Boys will begin their season when we return from break. HS basketball will have our second tournament at Umpqua Valley in Roseburg. That tournament is December 21st and 22nd.

Basketball for MS Boys and all elementary teams will not begin games in January. I am in the process of hiring a MS Boys coach still. One applicant withdrew and the other has not submitted their application, but has sent me their letter of interest. If you know anyone else that is interested, please have him/her contact me. I have a parent that wants to be an assistant, but cannot commit to the whole season.

Thanks!