

Days Creek Charter School K-12  
Board of Directors Regular Monthly Meeting  
September 5, 2018

Board Members Present: Rex Fuller, Cathy Knapp, Diane Swingley, Cheryl Silva, Jim Docherty, Matt Giles, Ron Dunn, Laura Stufflebeam, Cyndal Brown, Moriah Michaels, Mackenzy Whetzel, and Pauline Montgomery-Borg

Administration: Steve Woods

Staff: David Hunt

Public/Students: Daniel Hunt, Boo Hooker and Valerie Anderson

1. 6:30 PM: Meeting called to order by Ms. Swingley.
2. All recited the Pledge of Allegiance.
3. Agenda approval –Ron motioned, Matt seconded for agenda approval with spelling corrections. All in favor.
4. Approval of minutes – Matt motioned, Jim seconded to approve August 5, 2018 Special Session, August 8, 2018 Regular meeting and August 21, 2018 Special Session meeting notes. All approved with spelling corrections on Aug. 8 notes only.
5. Public Input –
  - a. Daniel Hunt is seeking input from the Board on how best she can represent the District. She advised the Board that the refitted weight room is open for use. The project was funded by a grant. The intent is to have the room open to the public. The board toured the weight room.
  - b. Boo Hooker asked for us to speak up when talking so she can hear well.
6. Appoint and Swear in Student Directors:  
Position 11 Mackenzy Whetzel. He read his application to the group.  
Position 12 Moriah Michaels. Returning from last year.  
Position 13 Cyndal Brown. Returning from last year.  
Jim motioned, Matt seconded to accept Mackenzy as a Student Director. All in favor.
7. Input from the Student Directors – Cyndal mentioned there is an FFA District Leadership Camp Sept. 8-11. She said the Personal Finance class is very helpful and is glad they have to take it. They are studying the Supreme Court process in US Government, plus sine/cosine in Physics. She mentioned that there is a conflict with middle and high school classes. The nutrition break does not work for them, third period was better. Moriah informed the Board of the upcoming volleyball games and that they are calculating the volume of the gym in Mr. Hampton’s class. Mackenzy noted that the new tabs on the school website are very useful. Having the FFA tab makes his job easier posting updates.
8. Report of the Executive Director, Superintendent Steve Woods
  - a. Enrollment Update: 186 students.
    - K – 14
    - 1-2 - 13
    - 3-4 - 13

- 5-6 - 11
  - 7-8 - 14
  - HS - 73
- b. New hires/staff changes – David Hunt is replacing Mr. Ellis in PE. Holly Michaels has been hired to teach MS/HS Spanish and 7<sup>th</sup> Grade Social Studies. Mr. McCallum will teach 7<sup>th</sup> grade. Mrs. Jess Hall will teach 8<sup>th</sup> grade science and math, plus Algebra and Geometry. Mrs. Harmon will lead in Healthy Careers, robotics, science fusion, online dual credit college math 111 and 112.
  - c. 2018-2019 Master Schedule – Final: The nutrition break was moved due to a class conflict. The bell schedule did not change. A Ford grant allows us to have 7<sup>th</sup> period for reading in class.
  - d. Review of Executive Director Evaluation Matrix for 2018-2019 Goal: Diane presented the Director goals established with Dr. Angle. Steve mentioned that he needed to work with the staff to develop a framework for teacher evaluations on what is expected and this needed to be done immediately. He is making plans for professional development days to work with the staff on curriculum standards. Diane pointed at the Director Evaluation timeline. It was agreed goals will be developed during the October regular meeting.
9. Report of the Student Success Coordinator, Cathy Knapp –
- a. Behavior Class Matrix progress report: Cathy presented a handout with a matrix for student behavior management process for grades K-12. This matrix outlines the offense and appropriate consequences. Parent contact is a major role in success for this matrix to work. PBIS had been adopted by the charter board in 2005-06 (approximately), implemented by the administration/staff and apparently was dropped during the intervening years.
  - b. Senior Project Manual updates, Final read: Cathy provided a project tasks and due dates sheet to update the manual. Dates were updated for this school year. Community service hours will be changed at October monthly meeting. The seniors are ready to get going. Sept. 24 at 5:00 PM is set for project proposal presentations.  
Action: Matt motioned, Cathy seconded to approve, passed.
  - c. Status of Smarter Balanced Assessment data: A handout displaying the assessment results of 2017-2018 for grades 3-8 and 11, % proficient in ELA, Math, and Science. It was noted that behavior and instruction is our staff weakness. Mr. Woods informed the group that he wants to implement “Curriculum Mapping” which builds standards to teach from. Developing teacher goals based on last year’s data is a starting point. Re-teaching to the student’s weakness and intervention is a huge piece for students that score really low.
10. Report of President, Diane Swingley
- a. Senior Project suggested projects/community service for seniors to consider: Diane mentioned the Blue Zones Project for a large variety of topics to research that can lead into future employment. Matt said he was working on a local mentor list for students to reach out to.
  - b. OSBA Search for Permanent Supt: A search calendar was provided.  
Action: Matt motioned, Jim seconded to recommend to the District Board to utilize OSBA to facilitate the search. All in favor.

Action: Matt motioned and Jim seconded to approve the search calendar. All in favor. A draft calendar for developing the Q&Qs for the Superintendent/Principal/Executive Director was provided. All dates worked except Oct. 3 due to regular board meeting conflict. Nov. 7 can be help prior to regular meeting.

11. Standing Committee Reports- None

12. Discussion and Action Items- None

13. Announcements – Homecoming week is the week of Sept. 17.

14. Adjournment - Jim motioned to adjourn, Matt seconded, all in favor at 9:25 PM.

Submitted by Pauline Montgomery-Borg, DCCS Board Secretary