



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

**May 20, 2020 6:00pm**  
**Board Packet - Regular Session Zoom Meeting**  
**MEETING MINUTES**

**Board Members in Attendance:** Larry Cook, John Lancaster, Rebecca Phillips-Sutton, Stephanie Mekemson

**Administration in Attendance:** Stacy Knudson

**Board Members Absent:** Abe Silvonen, Lisa Rorie, Ryan Gassner

**ESD Financial Manager:** Rhonda Allen

**Minutes prepared by:** Board Clerk: Dani Ulstad

1) **Meeting Called to Order** by Larry Cook at 6:08pm

2) **Past Meeting Minutes: April 16, 2019**

- a) John Lancaster moved to approve the passing of the April meeting minutes. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

3) **Agenda Adjustments (NONE)**

4) **Informational Items**

- a) Financial Packet April to May – Rhonda Allen (In packet)
  - i) Spending has gone down and ending fund balance may be slightly lower than the proposed \$400k. This number could change with unspent encumbrances.

5) **Interested Party Comments**

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.

**Ann Cook-** Question about distance learning concerning pass/no pass/incomplete

Stacy Knudson replied: students will either receive a pass or incomplete. Students will have until June 2021 to turn the incomplete into a pass/no pass. This only truly impacts 9-12 credits.

6) **Communication**

- a) Administration Report: May- Stacy Knudson (In packet)
- b) Athletic Director Report- Mike Ulstad (In packet)

7) **Action Items**

- a) Payment of the Bills
  - i) Stephanie Mekemson moved to approve the payment of the bills for April. John Lancaster seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

- b) Superintendent Principal Evaluation process:
  - i) Board will evaluate using the following input in an executive session:
    - (1) input on criteria in which they have insight
    - (2) input summarized from staff surveys on the six standards that pertain to them
    - (3) input summarized from optional family surveys on the standards that pertain to them
    - (4) input from superintendent self evaluation and reflection using six standards, goals/achievements and areas for growth moving forward
  - ii) Board will take all information, add in comments and make a formal write up summation for the record
  - iii) John Lancaster moved to approve the Superintendent Principal evaluation process. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
  
- c) Superintendent Principal Renewal Decision Date
  - i) Evaluation process meeting and executive session to take place May 28, 2020 at 6pm
  - ii) John Lancaster moved to approve May 28, 2020 at 6pm as the decision date for the superintendent principal renewal, a meeting and executive session will take place at this time. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
  
- d) Policy Updates/Second Readings
  - i) GBDA: Expression of Milk or Breastfeed in the Workplace
  - ii) Stephanie Mekemson moved to approve the policy update. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
  
- e) High school graduation
  - i) June 5 at 7:00pm, Drive-in style
  - ii) John Lancaster moved to approve graduation June 5 at 7pm, drive in style. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
  
- f) New hire contracts
  - i) First grade: Paula Collins
    - (1) Stephanie Mekemson moved to approve Paula Collins as the first grade hire. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
  - ii) Fifth grade: Karla Pearson
    - (1) Stephanie Mekemson moved to approve Karla Pearson as the fifth grade hire. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
  - iii) HS English/Spanish/Electives: Lisa Lackey
    - (1) Stephanie Mekemson moved to approve Lisa Lackey as the HS English/Spanish/Electives. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.
  
- g) \$1000 Stipend for employees unable to receive step
  - i) Stephanie Mekemson moved to approve the \$1000 Stipend for employees unable to receive step. Rebecca Phillips-Sutton seconded the motion. All voting members of the School Board voted unanimously in favor of the motion.

Meeting adjourned at 7:10pm by Larry Cook **Next Meeting: June 17, 2020 at 6:00pm**