Valley Inquiry Charter School

September Meeting Minutes

*September 12th, 2022 | Digital (Zoom) Meeting, 6:30pm*

**Board Members Instructors/Staff/Other:**

Board President & Chair Ken Slough Mrs. Sandra Acosta- School Staff

Vice Chair BJ Foster Mrs. Mary Campos- School Staff

Treasurer James Carter Kevin- Elementary Director for S/K

Secretary Kyle McSmith Susan- New Admin onboarding

At-Large Matthew Reynolds Joel- Director of Facilities for S/K

At-Large Terry Rohse Olga- Superintendent for S/K

At-Large Vacant Cammi- Parent of a First Grader

At-Large Vacant Shelby- Parent

At-Large Vacant Theis- Parent

Non-Voting Member Craig Harlow, Principal Kassy- Parent of a First Grader



Meeting Agenda Item Minutes

**6:31pm Call to Order/Introductions-**

- Ken started the meeting and provided a brief description to the meeting. Ken said with all the guests at tonight’s meeting we should roll call. The board and some guests provided introduction.

**6:38pm Review and adopt August 8th & 17th Board Meeting Minutes-**

- Ken brought up both August 8th and 17th Board Meeting Minutes. Ken said we need to make a motion to accept the minutes individually. Terry motioned to accept the August 8th minutes as written. James second this motion. Vote unanimous: 6 yes/ 0 No. Then Terry motioned to accept the August 17th minutes as written. Matthew second this motion. Vote: 5 Yes/ 0 No/ 1 Abstain.

**6:42pm Financial Report-**

- James said with the school just getting started. He said there was nothing out of the ordinary for our monthly expenses. He said the $1000.00 payment was towards the architecture company helping with the expansion. He said he will be working with Mrs. Campos and Mrs. Acosta on Quick Books, so we can be ready for the new year and budgeting for the middle school.

**6:44pm Principal Report-**

- Craig said he did not have a traditional I.B. report. He said the staff, especially the new hire, will be going through professional development training program. This is so they are in congruence with I.B. He said this will be ongoing throughout the fall.

- Craig mentioned about a shared governing meeting to show the curriculum to the parent. He said they have the schedule set for conferences. These will be October 26th- 27th.

- Craig said all the staff is in place. He said all positions have been filled as of today. The 5th grade STEM position is going through onboarding this week. Craig provided all the members with a document to show the positions needed and filled, as well as all staff names and positions at the school.

- Craig also provided a document to show the VICS enrollment for each grade. He said Mrs. Acosta is doing everything she can to max out each grade level with students. James asked Mrs. Acosta if the numbers have changed since the report provided from Craig. She said it has gone up and down. She said her focus was 6th grade and while adding people into this grade level, we lost others in another grade level. She said she is trying to fil spots as soon as possible, but said it is hard with the school already starting and parents have their kids enrolled elsewhere. Ken asked if we have a wait list for these open spots. Mrs. Acosta said she does, but this list is getting low.

-Craig asked if the board would open an executive session to discuss the new hires. Ken said we can discuss this towards the end of the public board meeting.

**7:00pm Middle School Expansion/ Questions -**

- Craig brought in Joel to discuss the full scope of the MYP expansion for VICS. Joel, Director of Facilities for the Salem Keizer School District, started with the beginning of the MYP expansion process. He said the major steps VICS went through. 1.) Expanding the charter agreement and to include a I.B. Charter Middle School, which you did with the S/K district. 2.) Is making more space or finding more space. He said S/K district agrees with expansion at the same VICS location, Hazelgreen Rd. He says, “how could we do this”. All cost direct to the expansion is to be paid by the school. Then S/K district would add 3 portables (6 classrooms) to the school at no cost. Additionally, the well/septic needs to be improved. Not only because the size of the current septic will not be able to support the additional students, but also the life expectancy of the septic is almost up. He said he discuss this with the district, county, and architect. They all agreed with the septic update to support the increase in students at the school. He said PGE also informed him that with the expansion the power supply will need to be updated, so it can handle the increase in power usage for the portables. He said the district will take care of the building, as it is the district’s property. He said the district agreed to not charge for the updated septic/well. He said the other pieces in association to this, like bathrooms, are to be on the cost of the board/ school.

- Joel said then the board went through the bid process and started working with Blake (architect company) to get this expansion going. Joel said he got involved due to being a part of the district property, plus this is something a principal is not going to know all the ins and outs. Then he discussed the full location remodel and plans. He said unfortunately the bid came in real high, which did not include PGE’s information about the upgrade to the power supply. Joel recommended us to work with Blake to include the power to the bidding process. Then rebid in the fall. Joel discussed the financial challenges and mentioned VICS worked this out with the bank.

- Joel said he wanted to answer the questions about breaking the job up into smaller jobs. He said the board could, but the larger cost is the power, restrooms, etc. Which is the bulk of the job and must be done before the other pieces like the landscape, sidewalk, parking lot, etc. He said the districts is still willing to help and the timing for the next bid still works. His advice, continue to get the financials set up for the expansion, so when the bid out, the board is ready and can keep moving forward on the expansion. Craig asked about the bid deadline. Joel said in October. This way VICS can get the bid back by November. Joel said he can help with this process and Blake could help as well. James asked if the reason for the bid being high was due to not enough competition to allow the bid to be higher than normal, based on the timing of the bid request. Joel said this was a large part of the reason. James asked if we were to get the bid in earlier would this lower the cost. Joel said it would lower on some cost, but not materials. B.J. then asked about the electrical expansion and to see if we can do this independently. Joel said we could get it in the ground. B.J. then asked if we can do this now and the other parts to the project later. Break the overall project up. Joel said you could and would need to let Blake know right away, so he can work on this piece. Joel said this can be done, but additional responsibility and risk. B.J. said this was more of a last resort if we are still experiencing extremely high bids. Joel said he will be checking in with us and to let him now if we have any additional questions along the way.

**7:21pm Public Comment-**

 - Kassy- Parent of a 1st grader. She wanted to bring to the boards’ attention about the access to the board meeting information. She said she could not find where to get access to the digital board meeting. She asked if this could be posted to the website and asked if we can make this easier to be a part of. Ken apologized and said we will look at providing better information on the website, so it is easier for parents to view the board meeting information.

**7:24pm Meeting Adjourn with Guests-**

- Kyle mentioned to all the guests, the next boarding is on October 10th at 6:30pm.

**7:25pm Executive Session Start-**

**8:07pm Executive Session End-**

**8:08pm New Board Member Cammi-**

- Ken asked the board if we had reviewed Cammi’s application for becoming a new VICS board member. Ken mentioned she was interested in being the board’s liaison to the PTC. Everyone had agreed she would be a great addition to the board and helping bridge the communication with the board and PTC. Ken said we need to vote. James motion to accept Cammi as a new board member & liaison to the PTC. Matthew seconds the motion. Vote unanimous: 6 yes/ 0 No. B.J. said he will email Cammi about the board position.

**8:10pm Meeting Adjourn-**

October Board Meeting: Monday, October 10th, 2022 @ 6:30pm. Held at VICS or on Zoom Link.