

**Days Creek Charter School K-12  
Combined Board of Directors Meeting  
May 5, 2021**

Charter Board Members Present: Diane Swingley, Jim Docherty, Cathy Knapp, Anna Rickards, Valerie Anderson and Matt Giles.

District Board Members Present: Laura Stufflebeam, Rex Fuller, Troy Michaels, Dana Stone, Lance Kruzic, Board Secretary Lisa Hemphill.

Administration: Steve Woods, Cathy Woods.

District Staff: None

Public/Students: Boo Hooker.

1. **Call to Order:** Meeting called to order by Rex Fuller at 5:03 p.m.
2. **Pledge of Allegiance:** All recited the Pledge of Allegiance.
3. **Approval of Agenda:** Director Woods made an addition to the agenda: added 6) d) Approve 2021-2022 Boards-Superintendent/Executive Director Operating Agreement. **Motion to approve amended agenda, Jim; seconded by Valerie. No discussion, passed unanimously.**
4. **Public Input:** None.
5. **Information Items:** a) Steve went over the budget preparation calendar as a reminder of dates and the knowledge that the budget will be built around the goals being set at this meeting. b) Steve reviewed the Continuous Improvement Plan and the SIA Strategies & Activities as reference for goal setting. c) Steve gave an overview of the OSBA Superintendent/Executive Director Evaluation Workbook guidelines. He spoke to the idea of shared responsibility and respect as the idea for the 360 degree evaluation tool. The 360 degree evaluation tool will not be used this year. The recommendation is to ask targeted questions and get specific feedback when needed. The Timeline and Action outline in the Evaluation Workbook will be reflected in the ongoing goal check-in times during the year. f) There was some discussion/revision covering the three Superintendent/Executive Director's Goals. S. Woods reported the goals are the same as last year pointing to the following highlights as evidence the goals are beneficial and, to some major obstacles to teaching/learning: goals are teacher focused to benefit student learning; James Ellis and Cathy Knapp a wonderful addition; issues with absences due to COVID, pregnancies and other medical issues and getting qualified substitutes; seeing an improved learning atmosphere compared to S. Woods' first year but room for improvement; accountability and curriculum mapping; common language and scope and sequence; measuring growth of teachers with evaluations and discussions; goal setting with staff at the beginning of the year; the ATLAS program's ability to be a huge help with the accountability piece for teachers; essential questions being proactive and relatable to students; every teacher not being on the same level; goals to have an intrinsically motivated faculty that want to get better every day, providing tools to make that happen in a personal way, individualized growth and the need for everyone to at least cover the basics every day. g) Establish Combined Boards' two goals for 2021-2022, with Goal 1 being discussed as to what is meant and how it applied to the CIP (Continuous Improvement Plan) and SIA (Student Investment Act) plan. With a lengthy discussion over rewording Goal 1, Lance agreed to rewrite the goal as per the boards' discussion and forward the rewrite to Steve to share with the boards' for approval at their respective June meetings.
6. **Action Items:** The boards decided to vote on action item c) first and then vote on action items a), b) and d) as one motion. c) **Motion to table the District and Charter Board Goals**

**for 2021-22 until the June meeting made by Matt; seconded by Valerie. No discussion, passed unanimously.** Changes will be made to reflect the reworded goals.

Motion to approve as a block: a) Superintendent/Executive Director Evaluation Process (Workbook or Plan) 2021-2022, b) The three Superintendent/Executive Director's goals for 2021-2022 with revisions and d) the 2021-2022 Boards-Superintendent/Executive Director Operating Agreement. **Valerie motioned to approve, seconded by Anna. Unanimously approved, with the clarifier that the Superintendent/Executive Director's goals will be updated in the Evaluation Workbook.**

**7. Announcements:** Steve went over announcements and noted graduation would be outside with attendance limited due to governor's COVID-19 mandates. Steve said summer extended learning will be held during June. The state has allocated money for this and his plan is to spend every penny of it.

**8. Adjournment: Motion to adjourn made by Valerie and seconded by Cathy, unanimous vote. Board adjourned at 6:16 p.m.**

Submitted by Jim Docherty  
Charter Board Secretary