

Richard McKenna Charter School District #453  
**BOARD MINUTES**

Board of Directors Meeting  
Place: Richard McKenna High School Conference Room

Date: Tuesday, February 14, 2023  
Time: 12:00 PM

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**I. WELCOME and CALL to ORDER**

- A. Call Meeting to Order  
Pledge of Allegiance  
*Meg Warren - Chair*

Quorum Status: Alyssa Urquidi, Dennis Wilson, Janet Hurst, Crystal Rodgers, Doug Mayne, William Lamb, Meg Warren.  
*Jessica Morrison - Clerk*

**II. APPROVE AGENDA**

Crystal Rodgers motioned to approve the agenda, Alyssa Urquidi seconded, passed unanimously

**III. Open RFQ for Design Build (Action)**

Three companies showed up for the walk through on February 2<sup>nd</sup>. C-2 Construction was the only company that submitted an RFQ-William Lamb motioned to approve the RFG from C-2, Crystal Rodgers seconded, passed unanimously.

**IV. CONSENT AGENDA**

1. Approve minutes for January 17, 2023
2. Approve Financials
3. Accept Resignation of Board Chair Meg Warren

William Lamb motioned to approve the entire consent agenda, Crystal Rodgers seconded, passed unanimously.

**V. ACTION ITEMS:**

- A. Elect New Board Chair and establish start date

Crystal Rodgers elected William Lamb as the new board chair. Doug Mayne seconded; it was approved unanimously. William Lamb will take over as board chair in April when Meg Warrens resignation occurs.

- B. Approve Policy Section 6000 Administration

Policy 6000 talks about the responsibilities of the principle and the evaluation process for the principle. William Lamb motioned to approve the policy 6000 with some minor changes-to match teachers' evaluations, Crystal Rodgers seconded; it was approved unanimously.

- C. Approve Revisions to Bylaws

Revisions include; switch from quarterly meetings to monthly meetings of the school board, communication for meetings may be telecommunication. Also included we follow the open meeting laws. Meetings will be 3<sup>rd</sup> Tuesday of each month. Outline of how special meetings will be handled. Notices will be posted at the High School as well

as at the Montessori building. Revisions also covered the process to replace board members when vacancies occur. Discussion on how to find new board members as needed. William Lamb moved to approve the revised bylaws; Doug Mayne seconded; it was approved unanimously.

## VIII. **DISCUSSION/ACTION ITEMS**

### A. Items removed from the Consent Agenda

None removed.

### B. Quite Literally Media – Marketing/Video Production

The leadership team decided they are more of a video production, not marketing. They are looking more for a marketing company.

### C. Onsite High School Work Release program

This would allow seniors to go out and work, we will limit it to one credit a year. We base it on our 12 work place behaviors. The employer would do evaluations, ect. This gives students more opportunity beyond what we are able to provide at this time. Also discussing something like this for the online program. Looking to do a work/study program. They would do both of their classes here and do their work/study after school hours. Possibly incorporate HVAC/Electrical apprenticeship. Discussing with Glenn's Ferry School District to potentially share CTE courses. Motion by Doug Mayne to move forward with the Work Release program. Seconded by Crystal Rodgers; passed unanimously.

### D. Secondary School Administrator

The online program is becoming large enough to warrant an administrator for that program alone. Dennis would like to move forward with that. With approval he will create job description and salary outline and if its approved would open up the opportunity to the online staff first before looking outside the school for an administrator. Dennis Wilson will bring a job description and salary outline to the next board meeting. Doug Mayne motioned to move forward with the investigation of an online administrator. Crystal Rodgers seconded it; it was approved unanimously.

### E. K-8 Campus Update

Lottery application period ends February 24<sup>th</sup> at 1:00 pm. The lottery has been 100% digital this year. There is a family gathering tomorrow night where the students will do an activity with their parents. The JR high students attended the school of choice rally. The teachers went to a Montessori conference in Utah. They learned a lot about how to maintain the Montessori process while still meeting the state requirements. There are plans in place to improve the math scores at the Montessori. They need a full time certified math teacher for the JR high.

### F. Secondary Update

We have an ISAT prep class that all juniors who need to take the ISAT with us. We are working on bringing in Imagine Learning, we will have a couple teachers to work with the students who need intervention. We are updating our courses; the English courses are done. The math department is getting professional development directly from BSU to improve their math instruction. Last year our English scores were the highest for all online schools. Graduation was moved up to May 5<sup>th</sup> at 7:00 PM at the Montessori School.

## IX. **ADJOURN**

Doug Mayne motioned to adjourn; William Lamb seconded; it was approved unanimously.

**Next Regular Board meeting is March 21, 2023 High School conference room at Noon.**