

Bend international School
Board Meeting Minutes DRAFT
October 24, 2017 from 6:30pm-8:20pm

Present: Bruce Abernethy, Elizabeth Colvin, Danny Davis, Meera Dayal-Rupp, Edie Jones, Kerani Mitchell, Flora Morales, Gonzalo Morales, Angela Spaid

- I. **Moment to Mission:** the Board is shown a video clip of the 8th grade superhero trailer about “Gumption” - that month’s BIS character trait.
- II. **Review/Approve Minutes:** Danny Davis motions to approve the September 19, 2017 Board minutes; seconded by Edie Jones; approved unanimously.
- III. **Review/Approve New Board Member:** Edie Jones motions to approve Rebecca McGuire as a new BIS Board member; seconded by Angela Spaid; approved unanimously.
- IV. **BIS Executive Director Report:**
 - a. The Board reviewed the evaluation report from Chet Edwards. BIS engagement levels demonstrate increase in all areas. There is no equity gap between majority student and minority and disadvantaged students. BIS students do well on Smarter Balanced assessments.
- V. **Treasurer’s Report**
 - a. Income shows \$483K actual vs \$480K budget; Expenses show \$204K actual vs \$188K budget
 - b. Danny Davis said that the causes for increase in actual expenses were due to one-time expenses for tenant improvements and administrative expenses, which were \$4K over budget and should be considered start-up supplies for beginning of year.
- VI. **Giving Tree Campaign:**
 - a. Our goal is to raise \$19,000 with 100% participation from BIS families at a level they can afford. The Board agreed that 100% participation was more important than hitting the \$19,000 target (especially for a first-time campaign).
 - b. Review and discussion of the final letter to be sent to families.
- VII. **Collaboration Time**
 - a. BIS School Goals: Handout demonstrates 100% progress among all students. Bruce Abernethy would like us to review the Executive Director evaluation comments and turn them into measurable and specific goals. Meera Dayal-Rupp, Bruce Abernethy and Rebecca McGuire agreed to try to develop a DRAFT for Board review in November.
- VIII. **Site Facility and Funding**

- a. Questions: is there sufficient funds to build a gym? And we also want additional classroom space. Depending upon size and amenities, a new gym would likely cost between \$1.5-\$2.0 mill. Do we have the capacity to do a capital campaign or can we fund it out of operating revenues?
- b. Bruce Abernethy will ask Bend-La Pine School District about possible increase in reimbursement rate (from current 80% for MS and 90% for ES), but we won't know for sure about this until we go through the process Spring 2018.
- c. Meera Dayal Rupp, Bruce Abernethy, Danny Davis and Bruce Churchill will try to set up a meeting with Kevin Spencer to get his thoughts on the project.

IX. PR/Media Specialist - Elizabeth Colvin

- a. How do we market BIS as a FREE public school?
 - Publicity
 - Connect with RPA (Redmond Proficiency Academy)?
 - Press release: Elizabeth Colvin will write them

X. Updates & Important Dates

- a. Pick-up/drop-off on OB Riley – the City of Bend has said we can no longer do this due to complaints that drivers blocked bike lane. The new plan is that the lower lot will have a queue where parents can drive up and drop off their student by the gate and be met by a BIS staff member.
- b. BIS Bus: this has been approved by Bend-La Pine School District.
- c. Enrollment: we need two more in 5th grade - some families have moved
- d. ODE Immunizations: Oregon Health Authority sent a letter to superintendent Shay Mikalson commending BIS on its efforts to increase immunization rates and inform parents/families of the benefits.
- e. Deschutes County: will be inspecting our kitchen soon.
- f. Annual Report to Bend-La Pine School District: Meera Dayal-Rupp is working on this now.
- g. ALO Review: 12/7/17: alternative learning option
- h. Gala event: space reserved for 3/3/17
- i. PTC meeting: 11/6, theme "Diversity"
- j. Green Team Meeting: 11/2 from 12:30pm-1:30pm
- k. United Council: BIS Student Government has been elected, comprised of 6-8th graders
- l. One World Explore: 12/2 from 2:00pm-3:00pm; concert at Cascades Academy in evening

XI Executive Session

The Board convened into Executive Session to discuss staffing considerations

XII Next BIS Board meeting - is November 28 from 6:30pm-8:00pm