

M.I.T.C.H. Charter School
Board Meeting Minutes
April 19, 2011

Members Present: Shana Hildreth, Wayne Laird, Paula Beaulieu, Rebeka Teets, Gordon Fiddes, and Debi Lorence (non-voting). Joel Smith arrives 6:51 PM. Jeff Yost arrives 8:15 PM.

Members Absent: Joel Smith (until 6:51 PM) and Jeff Yost (until 8:15 PM)

Guests: Jens Jensen and Karen Vickers.

Meeting called to order at 6:34 PM at 19550 SW 90 Court, Tualatin, OR 97062

Shana Hildreth immediately calls the Board into Executive Session, citing ORS 192.660 (2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Executive Session concludes at 6:58 PM. Regular meeting continues at 7:00 PM

Guests: Shasta Maclean, Monica Brisan, Amber Calcagno, Janet Peterson, Traci Laird, and Dianne Wright.

Public Comment

Dianne Wright presents a movie about the third grade experience at MITCH Charter School.

Approval of Minutes

MOTION to Approve Minutes

Paula Beaulieu makes a motion to approve minutes for the meeting on March 15, 2011 as presented in Draft B, and to approve the minutes for the meeting on April 5, 2011 as presented in Draft A.

Wayne Laird seconds the motion.

Vote: All Board members vote in favor. The motion passes.

Lottery Discussion

Janet Peterson presents differences between the current system and proposed changes. Currently, perspective applications are being submitted on-line. We are receiving hundreds of applications. We would like to require paper applications in order to make the application process require a little more work. The new proposal is to have one lottery in January, 2012, with applications accepted between October 1, 2011 until the cut-off date, one week before the lottery date.

Applicants will be sorted by siblings in district, siblings out of district, in district applicants, and out of district applicants.

Applicants would be placed into a computer database, which randomizes the names and selects them by lottery. The proposal is to stop drawing names when each class is full. Nobody else will be on a waiting list. If there is an opening in a class, then there would be another drawing from the pool of applicants. The Board discusses this in detail with Janet, Traci Laird, and Debi Lorence. No Board action is taken at this time.

Debi Lorence requests the Board take action to add staff's children to the sibling pool. The Board discusses this matter further and decides to make a motion.

MOTION to Send Letter requesting waiver to place staff's children in the sibling pool

Wayne Laird makes a motion to approve sending a letter to the state Board of Education requesting a waiver to allow children of staff members to enter the lottery with sibling rights, pertaining to ORS 338.125.

Joel Smith seconds the motion.

Vote: All Board members vote in favor. The motion passes.

Policy Review

Rebeka Teets requests nobody send emails regarding policy and procedure items. If Rebeka sends something to the Board, it is only for comments. Rebeka wants everything to be approved by the Board at one time. Rebeka wants direction from the Board for what level of detail will be subjected to Board approval. Wayne Laird points out that the Board hires employees, so paperwork should come from the Board. Action items should come from the Board. Shana Hildreth wants the Board to approve a package deal. Board consensus is that the Chair will decide which forms will be subject to Board approval, but the Board should see everything.

Rebeka discusses the possibility of hiring or getting Friday help. MITCH can do this as part of training an individual, which will cost MITCH much less than hiring an employee. Board consensus is to approve Rebeka pursuing this option further.

Financial Report

Wayne Laird reports he was interviewed by The Oregonian. Our budget and SSF figures are up. Wayne will analyze the revenue. The annual state true-up will occur in May. After that, Wayne will analyze the expense ratios. Wayne will have the finances set up so the next Treasurer will find the books in good order.

Wayne reports there are no surprises in the numbers this month. The past monthly budgets used were accidentally a draft budget, which was slightly different than the approved budget. This month's budget report uses the approved budget figures. Non-SSF revenue items appear to be pulling their weight. We are down to one family who has not paid their outdoor school fee. Debi Lorence reports the current budget for staff training is \$ 100.00 per teacher.

Wayne reviews his presentation to TTSD. Many factors have led to MITCH not being impacted as adversely by the state cuts like larger school districts: Our student population has grown and we have decreased the number of Kindergarten students, capped health insurance; most of MITCH's staff is in the lower tier of PERS, we have not significantly increased our number of teachers next year, and fundraising is about 9% of our budget. We also don't put any grants in the budget, so they are a positive influence, as well.

MOTION to Approve Finance Report

Wayne Laird makes a motion to approve the Financial Report for March 2011 as presented, with checks in amount of \$ 113,520.51 for checks numbered 6493-6564 and EFT, payroll, and direct deposits as listed in the report.

Gordon Fiddes seconds the motion.

Vote: All Board members vote in favor. The motion passes.

Director Report

Debi Lorence hands out a written summary. Debi has reviewed each teacher, and held a staff handbook meeting with them. There are opportunities to get training with some new curriculum purchases. We are contemplating having Kindergarteners learn first grade math next year. Rebeka Teets recommends advertising for any job openings. Shana Hildreth asks about a training manual/class. Debi reports on meeting with other charter schools. Staff is working on what the staff and parents consider to be our core values. The earthquake drill went well. Tomorrow will be a fire drill. Bullying/harassing policy is being evaluated. HVAC filters were changed by Arrow Mechanics. Summer camps are shaping up. Jan-King contract will start next month. The League of Charter Schools is looking at leveraging the clout of charter schools to improve health insurance options. Some charter schools are opting out of PERS. We will be selling blueberry plants as a fundraiser. We have a woodpecker problem. Deering Management charges are in question. Teachers have been able to do more field trips thanks to First Student charging us as a TTSD school. The Executive Director office build-out will cost \$938.00 out of pocket. Wayne Laird presents reservations.

MOTION to Approve Funding for Executive Director's Office Build-out

Paula Beaulieu makes a motion to approve \$ 938.00 for constructing the executive Directors' office per the submitted bid.

Rebeka Teets seconds the motion.

Vote: All Board members vote in favor. The motion passes.

MOTION to Extend Meeting

Gordon Fiddes makes a motion to extend the meeting to 9:20 PM

Wayne Laird seconds the motion.

Vote: All Board members vote in favor. The motion passes.

Shana Hildreth talks with the Board about filling the Board positions; up to four may be vacated. The Board discusses the annual meeting. The Board discusses the upcoming Auction on May 13. Onpoint Credit Union is reviewing a grant application for textbooks.

Shana Hildreth adjourns meeting at 9:22 PM.

Next Board meeting is the annual meeting on THURSDAY, May 19, 2011 at 7:00 PM at 19550 SW 90 Court, Tualatin, OR 97062