

M.I.T.C.H. Charter School
Board Meeting Minutes
June 14, 2011

Members Present: Shana Hildreth, Joel Smith, Wayne Laird, Paula Beaulieu, Rebeka Teets, Gordon Fiddes, and Debi Lorence (non-voting).

Members Absent: Jeff Yost

Guests: Shasta MacLean, Amy Anderson, Monica Brisau, Sue Lau, Trana Juluin, Dee Grothe, Traci Laird, Janet Peterson, Kwen Peterson, Kristi Dober, Chris Gabriel, and BK Thornton.

Meeting called to order at 7:06 PM at 19550 SW 90 Court, Tualatin, OR 97062

Teacher Presentations

Dee Grothe reviews the fifth graders' year via a PowerPoint presentation.

BK Thornton reviews the eighth graders' year with displays made by students.

Chris Gabriel reviews the year employing samples of recorded music performed by students.

Public Comment

Kwen Peterson lists reasons she would like a teacher's starting salary posted on MITCH's web site.

Approval of Minutes

Board discusses Minutes.

MOTION to Approve Minutes

Joel Smith makes a motion to approve minutes for the meeting on May 19, 2011 as presented in Draft A.

Paula Beaulieu seconds the motion.

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

Treasurer Report

Wayne reports we need to have a Finance Committee meeting before the end of the year. Finances look positive, but the books were not completed to the degree that Wayne would have liked before this Board meeting. There were no surprises in May. Things look good. The Board should consider providing extra income to the teachers in the form of a bonus. The internal audit was on June 1, and went well. GASB 54 affects MITCH. Board discusses resolution wording.

MOTION to Meet GASB 54 Requirements

Gordon Fiddes makes a motion requiring the ending balance for all funds must be designated per the following categories set forth by GASB 54: Non-spendable, Restricted, Committee, Assigned, and Unassigned.

Rebeka Teets seconds the motion.

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

Wayne Laird explains anomalies in some of the budget report figures. Rebeka Teets asks about having names removed from portions of the financial reports.

MOTION to Approve Finance Report

Wayne Laird makes a motion to approve the Financial Report for May, 2011 as presented, with checks in the amount of \$ 101,151.11 for checks numbered 6629-6891 and EFT, payroll, and direct deposits as listed in the report.

Joel Smith seconds the motion.

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

Wayne discusses “Your Fair Share” allocation. Historically, it has been \$ 100.00 per student for music and \$ 100.00 per student for art. It appears this year MITCH collected about \$ 36,000.00 more than was spent. \$ 28,000.00 of that amount historically would have been used for music and art. Debi Lorence discusses ways to handle this. “Your Fair Share” funds must be used for consumables or music instruments. Efficiencies of scale have led to some of the excess. Board consensus is that “Your Fair Share” parents should know a portion of their “Your Fair Share” goes to help students who do not pay “Your Fair Share”. Board consensus is to table this discussion until the final numbers are in for the school year.

Director Report

Debi Lorence reports about camps that will run this summer in the MITCH building. A sublease template has not been prepared yet. The auction has raised sufficient amount to purchase digital overheads for the classroom or computer technology. The new math curriculum, first through tenth grade, will cost \$ 10,485.00. Our goal is to have 8th graders completing Algebra I. Current curriculum does not align with state standards. Debi wants to order the curriculum this summer. The paint on the walls is not washable. MITCH is hosting the Oregon Charter School Conference – August 16 and 17, 2011, for charter schools and core knowledge. Debi wants the Board to authorize healthcare tonight. The staff appears to be stable. Shana wants Sue Lau to address the Board regarding becoming an employee. The dollar amount for art education stays the same on the budget. Rebeka Teets points out this new employee position needs to be posted as an internal position for internal staff.

Employment offer and letter of intent to return: Rebeka needs to change the dates on the letter of intent. Now we are down to the employment offer. Rebeka explains since we are a non-profit entity with public employees, they have an employment agreement. Because they are public employees, they have COBRA coverage. Shana says the Board needs to approve the offer and intent letter with changes. Paula asks about a Board member being present when the letters are presented. Shana agrees this is a good idea.

MOTION to Approve Letter of Intent and Offer Letter

Rebeka Teets makes a motion to approve the letter of intent as presented with minor typographical modification and offer letter with the change that the word “contract” is taken out and replaced with the word “position” inserted.

Wayne Laird seconds the motion.

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

Debi Lorence reports the Jani-King maintenance crew is not working out.

MOTION to Extend Meeting

Gordon Fiddes makes a motion to extend the meeting until 9:45 PM.

Rebeka Teets seconds the motion.

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

MOTION to Acknowledge Outcome of Votes to Elect New Board Members

Gordon Fiddes makes a motion to acknowledge the outcome of the votes for new Board members on May 19, 2011, electing the following people to serve on the MITCH Board from July 1, 2011 until June 30, 2013 for their first term: Todd Fankhauser, Jill Parker, and Norman Russell.

Joel Smith seconds the motion.

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

Board discusses the health care contract, which appears to be month to month.

Summer tutoring approval is on hold. Rebeka points out that employees are off contract for the summer, so they are not employees, as they are during the school year. This changes the complexion of tutoring. The Board needs to plan for tutoring next summer.

The Board will need a certificate of insurance for the Art Class.

Board discusses posting salaries on the web site, general salary policy and specific negotiation. Consensus is the Board needs to clarify the Salary Policy, especially negotiable and non-negotiable. Shana Hildreth tables this until the next meeting.

School wide parent evaluation – This is something that is being worked on by a group of parents. Shana Hildreth believes this is a good idea to give parents a voice. Paula Beaulieu asks where the parents are at the parent meetings. Wayne Laird wants surveys to be identifiable. No survey should be anonymous. Wayne says an exit interview is also an excellent idea. We are in a transition. We know we have a building for the long term and we know we have a charter for the long term. We can now focus totally on building a strong organization.

Paula Beaulieu received a request from Lowes to write a regional grant.

Shana Hildreth adjourns the regular meeting at 9:43 PM.

Shana calls the Board into Executive Session citing ORS 192.660 (2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Shana Hildreth adjourns Executive Session at 11:33 PM.

Next Board meeting is Thursday, July 19, 2011 at 19550 SW 90 Court, Tualatin, OR 97062