



MITCH
Charter School
Board of Directors

Inspiring colorful acts of greatness

School Administration:

Caitlin Blood, Executive Director
Nicole Hans, Vice Principal

Board Members:

Sarah Parker, Chair
Kristen Hoover, Vice Chair
Jason Johnston, Treasurer

Neil Tosuntikool, Secretary
Corey Cabrera
Susan Noack

Regular Session Agenda

When: 10/19/23 6:30pm

Where: Online via Zoom

1. Opening Items:

Call to order by Sarah Parker at 6:30 pm

- Roll Call/Attendance
 - Board/School Administration: Sarah Parker, Jason Johnston, Neil Tosuntikool, Corey Cabrera, Kristen Hoover, Susan Noack, Caitlin Blood
 - Attendees: Ann Lewis, Beth Hudson, Derek Shirk, Divy, Josh, Krista Brown, Nicole, Paula Johnstone, Shannon Fairley, Yazid, Tifane Zigmond, Maddy Shelton, Michele Machiels,
- Approve Agenda – Sarah motions to add committee update to board agenda #4. Kristen seconds. Board approves agenda
- Approve Minutes – Neil motions to approve minutes from 9.7.23 and 9.21.23. Corey seconds. Board approves past minutes.

2. Consent Agenda - July, August, and September Financials: Jason summarized everything as expected. Sarah motions to approve. Jason seconds. Board approves past financials.

3. Public Comment: None

4. Committee Updates: Grants update from Kristen; City of Tualatin rejected proposal for mural. Would like to see something with more social impact than a mural. Lunch update from Susan; 1st meeting November 14th. Co-chaired with Sarah. 10 members total.

5. Executive Director Update:

- Enrollment at 240 students
- Read-a-thon extended and going very well
- Harvest Festival, first ever, coming up October 26th
- New hire: Cailee Brown, new instructional assistant
- Hiring part time instructional assistant to help with recess, instructional, and behavioral support, Ime Guzman
- Maintenance items, plumbing review/audit, HVAC
- MITCH now using Square to accept fees and contributions

- [MAP testing historic overview](#)
6. **OSBA Policy Subscription Update:** [Caitlin explains subscription service, relationship with TTSD and OSBA, framework for policy recommendations, \\$600/year cost. Sarah motions to approve OSBA policy subscription. Corey seconds. Board approves.](#)
7. **Closing Items:**
- Public Comments - None
 - Board Comments
 - [Caitlin follow up regarding safety statement from prior meeting, MITCH inline with TTSD and other charter school in terms of reporting safety or emotional impacts with families](#)
 - Adjourn: [Sarah adjourns the meeting at 7:08pm](#)

Caitlin Blood

12/14/2023

Neil Tosunfikool

12/13/2023



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Regular Session Agenda
When: 10/5/23 6:30pm
Where: In Person and via Zoom

1. Opening Items:

Call to order by Sarah Parker at 6:32 pm

- Roll Call/Attendance
 - Board/School Administration: Sarah Parker, Jason Johnston, Neil Tosuntikool, Corey Cabrera, Kristen Hoover, Susan Noack
 - Attendees: Shannon Fairley, Krista Brown, Ann Lewis, Kelly Arbra
 - Via Zoom: Adira Zellner, Alyson Schmidt-Iverson, Andrea Hasselwood, Derek S., Ely, Josh Moore, Nicole, Madeline Shelton, Paula Johnston, Ramy Gamal Abdelmegeed, Saravanan, Tifane Zigmond, Cheryl De Los Santos
- Introduction to Attendees
- Approve Agenda – *Sarah makes motion remove financials review from tonight’s meeting and to approve agenda; Jason seconds. All in favor. Motion passes – agenda approved.*
- Approve Minutes – *Neil makes motion to approve minutes from 9-7 and 9-21-23; Jason seconds. All in favor. Motion passes – minutes approved.*

2. Public Comment: None

3. Classroom Spotlight: None schedule tonight. Mr. Chapman scheduled for next month.

4. PSO Update:

- Willamette Vally Pie Fund Raiser, Oct 27th pie pickup date, order by Oct 13th Noon,
- Readathon, Mayors of Tualatin and Tigard will come to read as prizes, flyers to be sent out next week
- Friday snacks: treats for teachers, reimbursed by PSO up to \$40 (baked potato bar, veggie, and fruit plates, etc.)
- Scholastic book fair: Thank you to all who supported
- OBOB (Oregon Battle of the Books): Looking for a couple of parents to run
- PSO Dine out Oct 10th Burgerville on Carman Drive 4-8pm

5. Tigard Chamber Update: MITCH joined at the Intro level, Board to (tentatively hold dine out at California Pizza Kitchen Tuesday, November 21st to pay for membership)

6. **Fundraising Committee Report:** Had their first meeting, will meet 4th Thursday of every month going forward. [Kristen motion for CPK fundraiser Tuesday, November 21st. All approve – motion passes.](#)
7. **Fox Trot Update:** Consider pausing Fox Trot Spring 24, move to Fall 24 and PSO, Readathon would move to Board for Spring 25. Discussion. PSO okay with change. [Sarah makes motion to move Fox Trot to Spring 2024-25 school year, Corey second. All approve – motion passes.](#)
8. **ED Safety Update:** Sarah read aloud (written by Caitlin)
9. **Closing Items:**
 - Public Comments (2 emails submitted)
 - Board Comments
 - Kristen asks for grace from meeting attendees, understanding for asking seemingly sometimes difficult questions and board's sometimes limited ability to address directly or specifically.
 - Corey says "Good job Sarah!" All echo his statement.
 - Susan says thanks and appreciates Kristens comments.
 - Adjourn: [Sarah adjourns the meeting at 7:48pm](#)

Caitlin Blood

12/14/2023

Neil Tosuntikood

12/13/2023