



# MITCH

Board of Directors

## Administration:

Keri Butler, *Executive Director*  
Sandra Ottley, *Director of Curriculum and Instruction*

## Members:

Donna Capodacqua, *Chair*  
Justin Cabrera, *Vice Chair*  
Chris Thoms, *Secretary*  
Alex Kalemkeris, *Vice Secretary*  
Luke Adams, *Treasurer*

Eric Rasmussen  
Allison Barber  
Valia Eskandari

## Regular Session Minutes

When: 4/16/20 6:30 p.m. to 8:11 p.m.

Where: Via Zoom

### 1. OPENING ITEMS

#### Call to order

- Call to order at 6:34pm

#### Roll call, record attendance and guests

- Present: Keri, Justin, Alex, Eric, Valia, Luke, Donna
- Guests: Jason Johnston, Mary Ellen Rasmussen, Sarah Parker
- Approve Agenda
- Eric motions, Alex 2<sup>nd</sup>
- All in favor, no abstentions, no objections

### 2. Executive Director Update

- Enrollment has stayed mostly the same.
  - Lost 3 students, a family immediately enrolled their students in an online school elsewhere.
  - Only losing 3 is considered good considered feedback.
- Hosted meetings with parents to understand frustrations, feedback etc.
  - People are overwhelming supportive, offering grace when things are challenging
  - Questions and feedback from parents was very helpful
  - Plan is to continue to meet once a week and provide space for our parent community to be heard.
- Concerned on lack of the correct technology
  - Some need for headsets
  - There are some internet connectivity issues
  - Several teachers that don't have all the resources to be successful as they could be
  - Teacher computers were supposed to be replaced in the next fiscal year.
- Really impressed with student participation. Several classes up to 100% participation
  - Amazing considering technology roadblocks on admin and student side.
  - Great partnership with parents and teachers given the circumstances.

- **Research report from NWEA**
  - **First projection on impact to student achievement.**
  - **Kids can be impacted significantly if they don't do anything... See article**
  -
  
- **There is concern about future financial situation**
  - **Listening to state, and TTSD. We believe we are up against a pretty bleak financial situation.**
    - **Applied for a grant on SSA**
      - **Grant has been paused due to COVID 19; We may need to seek alternate source of funding.**
    - **Per the conversations with state and local government; they are already expecting state funding/taxes will be negatively impacted.**
    - **Keri believes SSF funding will be stable for the next year but, we may see a drop the next year.**

**Proposed change in lottery policy**

- **Working on lottery for grades 1-5 could be looking at our highest attendance in the history of Mitch.**
- **In preparing for lottery...**
  - **Met Talked with Donna/Justin, some important revisions for the current lottery**
  - **If a kinder for next year has received and accepted**
  - **If they have an older sibling for a kinder that was expected doesn't get any priority. Recommend change in priority for siblings on new kinders.**
    - **Impacts 6 students**
    - **Also want to address twin/triplets**
- **In Reference to losing 3 students**
  - **There are laws that stipulate if a student is enrolled in one school, the same student can't enroll in another school in the same year.**
  - **Once a records request is received from another school, they immediately un-enroll the student**
  - **The parent assumed they would have a space in school next year. By leaving the school they lose their status as a current student.**
  - **This circumstance impacts only 1 family and is unlikely to occur again.**
- **Eric asked if we need to inform parents considering leaving that they may lose their status?**
  - **Keri doesn't think this is likely to occur again**
- **Luke moved to amend, Alex second – no discussion**
  - **Alex, Eric, Donna, Luke, Justin, Valia agreed. No abstentions, no objections.**
  - **Justin will formalize the language.**

**4. Approve Feb + Mar 2020 Financials ~~VOTE~~ ~~Luke~~ ~~6:54 to 7:01~~**

- **Luke clarified type that mentions end Feb, will modify to March**
- **Some discussion on the PERS budget**
- **Luke mentioned with the SBA with the PPE**
- **Alex Moved to approved March as corrected and February financials, Valia second – no discussion**

- All in favor – no abstentions, no objections

#### 5. Elect Jason Johnston to Board

- Donna, Jason has submitted materials for the board position
- Donna refreshed that we elect them to the board through the current academic year.
  - Some discussion with Jason. A few questions from Chris, Valia, Eric
- Luke Moved to elect Jason Johnston beginning today through June 30, 2020 with option to extend for 1 or 2 years. Eric second
  - No discussion
  - All in favor: All approved, No abstentions, no objections

#### 6. PSO Update

- Mary Ellen PSO update
- PSO meeting last week – went well
- All community events cancelled.
- Scholastic book fair closed today. We get credits and usually use toward OBOB and help teachers build their classroom credit
- Working on some virtual events for kids
- Will still conduct the PSO survey.

#### 8. Marketing Committee Update Including Fundraising Letters

- Will add source for the tax suggestion
- All agreed to the edits
- Valia will make a draft of the fundraising letter and send something to Keri
- Eric will setup Pledgestar
- Alex will send distribution. Will send Heather/Keri

#### 9. Board Recruitment

- Quick update, not solid approvals
- Would like to add more directors who aren't parents, we are also seeking out diverse candidates.
- Directors will reach out to their networks.

#### 10. Annual Survey Update

- Donna updated. We agreed to not ask for a survey.
- Suggest sending a message from the board to inform a channel to communicate

#### 11. CLOSING ITEMS

Public comment\*

8:05 to 8:08

- Sarah – Question
  - This year we have 3 kinders. How we plan to move that into the 1<sup>st</sup> grade.
  - Chris mentioned more parent involvement. Asking what that means for the board. What is the board looking for. Do we have a page of what the board is looking for to help the parents know how to help

○ Expressed thanks for Keri and the staff for everything they are doing.  
Board comment\*

- Alex expressed thanks to Keri and staff for the great work in tough circumstances.
- Donna motion to adjourn at 8:05pm, Justin 2<sup>nd</sup>. All in favor.

Adjourn

**\*Public and Board comment limited to three (3) minutes per person. Note, neither the Board or the Executive Director will address questions and issues during the comment period. Please set appointments outside of meeting times to discuss.**

**NEXT WORK SESSION THURSDAY MAY 7, 2020 6:30 PM TO 8:30 PM VIA ZOOM**

**NEXT REGULAR SESSION, THE ANNUAL MEETING, THURSDAY MAY 21, 2020 6:30 PM TO 8:30 PM VIA ZOOM**