



**Administration:**

Keri Butler, *Executive Director*  
Sandra Ottley, *Director of Curriculum and Instruction*  
Karin Bury-Roller, *Assistant Principal*

**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 Meeting Minutes**

**When: 10/24/19 6:30 pm to 7:15 pm**

**Where: MITCH Charter School**

**19550 SW 90th Court**

**Tualatin OR, 97062**

**1. OPENING ITEMS**

**Call to order**

**6:30 to 6:31**

**Roll Call**

**6:31 to 6:33**

**Present:** Valia, Donna, Keri, Eric, Luke, Chris, Allison

**Absent:** Justin, Alex

**Guest see sign in sheet:** Christina Devlin, Sandra Ottley, Beth Hudson, Karrisa Brown, Heather Wojciechowski

**Approve Agenda,** Donna recommends a move to approve the meeting agenda as presented passed, no discussion, no abstention or opposition

**Approve August 2019 Minutes** motion by Chris, seconded by Luke approved August 2019 minutes as presented by all no discussion, no abstentions or opposition.

**Approve September 2019 Minutes** motion by Chris, seconded by Luke, approved September 2019 minutes as presented by all no discussion, no abstention or opposition.

**2. Approve Financials for July, August and September including page 2 of the July 2019 Financials.** July approved as presented by all no discussion, no abstention or opposition. August: we had a net operating surplus of \$89,594 total revenue in August was \$482,000 roughly 20% of budget. We had expenses of \$393,000 roughly 22% of budget; on target with expectations. Cash and cash equivalents were up by \$291,000 from July to August. approved by all after Eric asks about August financial overview sheet where accounts payable makes a jump from 1K to 72K. Luke says this is due to the structure of the payments to the construction company. After discussion the August financials are approved.

### **3. PSO Update: Christina Devlin**

Mitch Marathon:

Raised over \$13,000 in pledges online and we are collecting them. Pledges are due 10/25/2019. Meeting on Sunday to count the money

Pizzacato Fundraiser:

Raised over \$700. It was a great turnout!!!

Willamette Pies Fundraiser:

Prep is under way. Forms went home with kids last week and the pies will be handed out November 19th. Pies will be handed out during car line.

Game Night:

We had a great turnout for Game Night! We had lots of families participate always were mostly Outdoors. Game Night as very well received and we had well over 250 people or more. There was no cost to participants.

### **4. Executive Director Update:**

Enrollment:

Enrollment hasn't changed, we had a kindergartener leave and a second grader join.

Budget:

Spent a great deal of time working on the budget with Ashley, discrepancies have been fixed and corrected.

Professional Development:

Planning to spend professional development money on training on behavior and classroom management with an expert who will come back in November and do additional coaching with the staff. Additionally, spending some money on excellence in writing curriculum to get teachers more skilled up. Money also allocated for the Codebreaker reading program.

Reading in the Classroom:

Keri is on her second book "Same, Same but, Different". Gives Keri a chance to be seen a different and also share message of kindness, inclusion and equity. Goal is to do that once every four to six weeks.

Ben Bowman:

Met with Ben. Ben said that if he had been on the board when our charter came up that he would've advocated for 95% funding. Connected Keri with the leader of the Oregon Coalition of Community Charter Schools and we are consider joining. Would offer MITCH the ability to have some outside support from other charter schools. Perks of Membership include support for financial, legal, HR, technology and Advocacy. Cost is \$1225 per year.

Extras:

Keri is attending ORC3S all day professional development opportunity. Keri is now allow to attend all TTSD professional development courses for principals. Looking at if we have access to the Student Success Act fund.

## 5. Donna Update

Multi-City Equity Summit

Donna, attended it. Highlights include the unconscious bias training.

Key Quote, "Equity asks a different question of equality"

Lake Oswego hired their first female Hispanic superintendent.

Met some very cool people including some amazing students.

## 6. CLOSING ITEMS

**Public Comment\* Christina** is the board planning poinsettia, frontier garden questions, would like to do some research and will report back what she finds

Sandra Ottley thanks for posting the minutes looking good!

**Board Comment\* Luke** thanks Donna for the letter for donations to non-profit promotions.

Valia - wants to know how much funding we need Keri says we have technology

Donna says we need 100k minimum for the year.

Christina - Last year we were approved by Intel for a matching donation.

Chris - asks about the rate for gym rental

Last year we raised 2.5k

**Adjourn**

