



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: 4/4/24 6:30pm
Where: In Person and via Zoom

- **Opening Items:**

- Call to order by Sarah at 6:36pm

- Roll Call/Attendance

- Board/School Administration: Sarah Parker, Kristen Hoover, Jason Johnston, Neil Tosuntikool, Susan Noack, Corey Cabrera (Zoom), Caitlin Blood
- Attendees: Shannon Fairley, Krista Brown, Fran Corey
- Via Zoom: Daniela B. Pratt, Jaqueline Nayame, Jason Chofsui, Joe von Hagen, MaryEllen Rassmussen, Yazid
- Approve Agenda – No requested changes edits. Board approves.
- Approve Minutes – Neil did not send out previous meeting minutes. Will have to send out before next meeting and approve.
- Approve Financials – Jason submitted for approval. Neil seconds. Board approves.

- **Public Comment:** None

- **Action Items from the Previous Meeting:**

- Neil – To summarize charter questions re: Middle School (Not Done)
- All – Submit committee minutes to Google Drive
- Kristen – Review room clear policy (Done)
- Kristen to email committee chairs and ask for meeting minutes to be uploaded to Google Drive

- **Non-Profit Spotlight: Derek Sandell from the Lions Club**

- President of Tualatin Lions Club
- Community based club that gives back in numerous ways
- Easter Egg Hunt, Oktoberfest, Treks Benches, etc.
- Oregon Lions Sight and Hearing Foundation (eyesight testing in schools)
- To learn more about Tualatin Lions Club, reach out and contact through Facebook page

- **PSO Update (Shannon Fairley)**

- New merch launched in February (Collegiate) ready for pickup

- April newsletter came out 4-3, lots of PSO events and activities coming up
 - Bottle Drop, pick up blue bag from the office or during carline
 - 20% match donation from Bottle Drop during the month of April
 - Dine Out April 9th at Shake Shack at Bridgeport Village, mention code: DONATE BURGER
 - PSO Meeting next week in person at MITCH (teacher appreciation activities)
 - Scholastic Book Fair at the end of the month
 - STEAM Night Friday, May 3rd *Volunteers needed*
 - Teacher appreciation week coming up
 - Flower Power fundraiser was a success (refreshed recess equipment)
 - All parents and guardians are already members of the PSO, so please feel welcome to join the annual meeting!
- **Executive Director Update (Caitlin Blood)**
 - Compliance Update – School calendar nearly finished, DRAFT ready to present to board next work session, budget will be ready to present to next work session, room clear policy also ready to present at the next work session
 - Executive Summary – End of quarter 3, just two more months of school to go. Grades to be submitted via Parent View online
 - Enrollment steady at 237
 - Hired new school counselor (Robin Taylor) to replace Mrs. Clau
 - Shoutout to Noah Wong, all school building substitute, has helped MITCH maintain continuity through difficult time...thank you!
 - Ian Chapman returning April 11th for a shadow day, start two days a week on the 15th, slowly graduating up to three days a week, etc. Looking forward to his return!
 - 2024-25 enrollment at 250 (50, 44, 41 40, 40, 40) at MAX numbers
 - Waitlist numbers for every grade, best MITCH has looked in a long time
 - SIA grant through 2025 is vital for MITCH (4.5 instructional assistant salaries)
 - K-2 music performance coming up next week (We Are Better Together)
 - Maintenance Day Saturday 4-6, Mary Ellen organizing, adults only please
 - Misumi Koto performing music at all school assembly coming up
 - Filed Day event planning K-2 in the AM, 3-5 in the PM
 - Professional Development Day coming up Monday, April 22nd
- **Committee Updates:**
 - School Lunch (Sarah): Has been working with Tualatin Food Pantry, Backpack Buddies, working on school lunch pilot hopeful by end of school year??, new member added, lots of developments
 - Fundraising/Grants (Kristen): Schedule an additional dine-out, California Pizza Kitchen, Tuesday, May 14th, Kristen makes motion to add dine-out to support costs of Tualatin Chamber membership, Corey seconds, board approves.
 - Potential Langers fundraiser, application needs to specify what the funds are for, Caitlin to brainstorm ideas.
 - Sarah makes motion to add Kona Ice as a board fundraiser on May 3rd STEAM Night, Susan seconds, board approves.
- **Closing Items:**

- Takeaway Action Items: [Calendar, Budget, and Room Clear Policy](#) to be added to next work session
 - i. Kristen Kona Ice to May 3rd, CPK Dine-Out May 15th
 - ii. Susan needs marketing materials from Caitlin by next Wednesday
 - iii. Neil to catch up on minutes and committee charter summary
- Public Comments:
- Board Comments: [Corey - Happy to hear Mr. Chapman is doing better.](#)
- Adjourn: [Sarah adjourns the meeting at 7:53pm](#)

Nicole Haus

09/09/2024

Sarah Parker

09/09/2024