



MITCH  
Charter School  
Board of Directors

Inspiring colorful acts of greatness

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**Administration:**  
Keri Butler, *Executive Director*

**Members:**  
Justin Cabrera, Chair  
Corey Cabrera, Secretary

Chris Thoms  
Danielle Olauson  
Jordan Lundstrom  
Lori Joel

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## MITCH Charter School Board Meeting 4-13-2022

<http://mitcharterschool.org/>

**Date:** March 13, 2022

**Place: Virtually via zoom**

MITCH Charter School

19550 SW 90<sup>th</sup> Ct.

Tualatin, OR 97062

Lease - July 2030  
Charter - June 2025

### 1. **OPENING ITEMS**

- a. **Roll call, Approve Agenda – Justin**
- b. **Board Members:** Justin Cabrera, Lori Joel, Danielle Olauson, Corey Cabrera, Jordan Lundstrom, Chris Thoms
- c. **Public:** Fran Corey, Madeline Shelton, Ann Lewis, Nicole Valerie Mengis, Paula Johnston, Keri Butler, Caitlin Blood, Ryan and Ines, Kirsten Zeikle
- d. Approval of Agenda: Justin Motioned to approve Seconded by Dani
- e. **Approval of March Meeting Minutes:** Justin motions. Corey seconds. All in favor.
- f. **January & February Financials:** Justin motions. Corey seconds. All in favor.

### 2. **COVID Report - Keri**

- a. No reported cases

### 3. **Executive Director Update - Keri**

- a. Still teaching Kindergarten – Have extensively posted position.
- b. Two first-grade teachers going on family leave. One sub hired, but need to fill other role. Contingency plan in the works.
- c. Staff survey on budget inform the coming year – 16 responded, naming salary increase, increase in PTO days, more instructional assistance, increased healthcare benefits.
  - Lori asks cost of PTO days – Keri estimates around the cost of using a sub, will get back.

### 4. **Calendar 2022-2023**

- a. Justin motions to approve calendar. Lori seconds.

### 5. **Director of Sustainability Report - Caitlin Blood**

- a. 4 students have tested out of ELL program via ELPA Summative
- b. Interviewing for school counselor for next year –
  - i. Dani asks about this role
  - ii. Keri clarifies if this role is filled Anna would return to special education



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- c. Earth Day Celebration on Friday, April 22nd.
    - i. Biodiversity Theme – Students will do a scavenger hunt in the garden
  - d. Neighbors Nourishing Communities Plant Handout May 7, 2022. Board presence appreciated.
  - e. Our Table Field Trips in March and May.
- 6. Parent Surveys - Dani**
- a. Dani provided parent survey provided from her questionnaire. Dani talked about the top reasons why parents chose MITCH, parent involvement (barriers), meeting needs of children, satisfaction with special programs, overall satisfaction.
  - b. Caitlin suggested to add a question regarding social/emotional health, or engagement.
  - c. Dani took notes on feedback and will make adjustments provided by board to send by Friday
- 7. Board Culture – Lori**
- a. Lori initiated a series of questions to initiate a conversations:
    - How do you think we are all communicating as a board?
    - Do you feel your voices are felt, heard and respected?
    - When there is a question for clarity response time?
    - Do you think there is a strong sense of expectations?
    - What needs to be improved upon to strengthen the board?
    - Chris’s suggestion for communication is to set up a text group for more urgent items to get an urgent response.
  - b. Keri suggested to review board guidelines/law for communication between board members (side conversations..etc.) – Possible Saturday to dedicate more time
  - c. Dani – Suggested to review clarify all guidelines/bylaws for board members
  - d. Lori to circulate questions for board to review/answer
- 8. Succession Planning**
- a. **Succession Planning**
    - Justin and Chris to roll off in June.
    - Who is interested in taking on a leadership role?
    - Dani interested in Co-Chair
- 9. CLOSING ITEMS**
- a. **Agenda & Action Items**
    - i. Corey work on budget scenarios with Jason
    - ii. Succession planning – Board Member Recruiting and what roles to serve
    - iii. Corey: Website in Progress, connecting with Caitlin
    - iv. Revisit strategic plan
    - v. Discuss plan to meet in person
    - vi. Caitlin to provide succession materials for board members
- 10. Public Comment**
- a. No public comment
- 11. Board Comment**
- a. Caitlin and Chris Appreciating shift in open and inclusive, equity minded board culture.



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**Meeting Adjourned 7:56 PM**