



MITCH
Charter School
Board of Directors

Inspiring colorful acts of greatness

Administration:

Caitlin Blood, Interim Executive Director

Members:

Danielle Olauson, Chair
Sarah Parker, Vice-Chair
Jason Johnston, Treasurer
Kimberley Lauman, Secretary

Corey Cabrera

Regular Session Agenda

When: 05/04/23 6:30pm

Where: Live, Virtually via Google Meet

1. Opening items:

Call to order by Danielle Olauson at 6:31pm

2. Roll call/attendance

- Present: Danielle Olauson, Sarah Parker, Caitlin Blood, Corey Cabrera, Nicole Hans
Absent: Kimberly Lauman, Jason Johnston
- Guests: Alicia Wrisley, Ann Lewis, Cheryl De Los Santos, Daniela Balboa, Derek Shirk, Elaine Hill, Elisabeth Adkins, Jacqueline Nayame, Jennifer W, Jesse Johnson, Karissa Brown, Koli Williams, MaryEllen R, Nicole Wong, Paula Johnston, Ramy Gamal Abdelmeged, Russell Corey, Shannon Fairley, Shova Thapa, Stephanie Irving, Tara Boyd, Valerie Mengis
- Approve agenda: Add Insurance Broker to Vote. Dani makes a motion to approve the agenda. Corey seconds. Motion passes by board.
- Approve March meeting minutes: Dani makes motion to approve. Corey Seconds. Motion Approved

3. PSO Update

- Bookfair setup
- Teacher Appreciation Week – “Things that make us smile”
- Double volunteer hours – Please help where you can
- Teachers get to shop for books prior
- PSO Dine-out 23rd/24th at DT Pub
- Still collecting for bench
- Annual PSO Meeting May 9th @ 6:30 PM
- Fox Trot Update – Almost to 3k in Donations to \$20 per kid would make us meet our goal.
- T-Shirts ordered for kids will be ready May 17th

4. MITCH Music Program
 - On behalf of Ms. Wong the Board shared what the music program has been looking like for each grade. Full narrative shared on Board Meeting Google Docs.
5. Fundraising Update
 - Sarah – Eco Shannon in terms of excitement
 - \$3,100 for committed sponsorships – Aubrey Helped out and parents who have been helping out.
 - Shannon, Sarah and Caitlin met with the Chamber of Commerce - “Help our kids run”. Tualatin Life. Sarah mentioned others helping out. Elizabeth Atkins helping with marketing.
6. Executive Director Update – Caitlin
 - Goal 1 to close the achievement gap – for grades 3-5 for underserved populations
 - Nicole Hans working to assist with Math program
 - Second Goal: Culturally responsive leadership – A little SEL current but – To use Friendly spelling) moving forward. Also building a behavioral team. Working with TTSD Coordinator
 - Staffing Update: PD on April 24th to help...?
 - Updating Background Checking Process –
 - Teacher Appreciation Week next week
 - Goal 3 – 90% of families have volunteers this year with a total of 3k hours!
 - Volunteer efforts needed for Gardening
 - Goal 4 – Long-term sustainability and financial planning. Current waitlist 20.
 - Facilities – Visit from Pace conducted a risk management assessment. Upgrading internet and phones – TK upgraded and saved us \$200!
 - ESSR Grant reimbursement submitted
 - Music performances coming up
7. Liability Insurance Broker: New insurance broker Brown and Brown NW who also works with TTSD
[Dani makes a motion to approve the agenda. Sarah seconds. Motion passes by board.](#)
8. School Calendar
[Dani makes a motion to approve the agenda. Sarah seconds. Motion passes by board.](#)
9. Voting on Budget
[Dani makes a motion to approve the agenda. Sarah seconds. Motion passes by board.](#)
10. Policy G
 - To review
11. MOU
 - Allows the board to work with OSBA. To get signatures
[To push vote to next meeting.](#)
12. Board Elections – Makes sense to move Election June 15th. Request each board member what the process may look like.
[Dani makes a motion to approve the agenda. Sarah seconds. Motion passes by board.](#)

13. Staff Agreements – TK Nicole Hans to get staff agreements/contracts. To go out by 15th of June.

Closing Items

- Public comment
 - i. No comment-
- Board
 - i. Two thumbs up

14. Meeting adjourns at 7:25 PM



Danielle Olason, Board President

Date: 06/14/2023



Caitlin Blood, Interim Executive Director

Date: 06/05/2023