
Administration:

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

Members:

Justin Cabrera, Chair
Luke Adams, Vice Chair
Eric Rasmussen, Secretary
Jason Johnston, Treasurer

Alex Kalemkeris,
Chris Thoms
Allison Barber
Carol Wojciechowski

Regular Board Session**When: 12/17/2020 6:30 p.m. to 7:20 p.m.****Where: Live, Virtually via Zoom****1. OPENING ITEMS****Call to Order**

Justin called to order at 6:32pm and performed roll call

Board members present: Justin Cabrera, Eric Rasmussen, Jason Johnston, Carol Wojciechowski, Chris Thoms, Keri Butler

Guests present: Ann Lewis, Kanako & Jeremiah Jordan, Nadia Rousan, Heather Wojciechowski, Tracy Senft, Anna & Rafael DeLima, MaryEllen Rasmussen

Approve Agenda

Motion: Approve as submitted

Justin moved, Eric seconded. No discussion. All in favor, no objections, no abstentions - *approved*

Approve November Minutes

Motion: approve minutes as submitted

Justin moved, Jason seconded. No discussion. All in favor, no objections, no abstentions - *approved*

2. Executive Director Update - Keri Butler

- Enrollment steady at 220, losing one student due to family moving out of state
- Applications live on the website in English & Spanish, 3 parent info nights
- Website content in process to update, also possibly updating payment system for donations & paying fees
- 1/11/21: annual TTSD presentation, Keri met with liaison to make sure on track with requested content & wants to share presentation at the board meeting 1/7
- Celtic bank (PPP loan) - loan forgiveness application in process
- Tomorrow is last day of the school year for 2020!
- Staff return 1/4/2021 for professional development, students return 1/5/2021

3. PSO Update - MaryEllen Rasmussen

- Willamette valley pie sales went pretty well, handing out orders tomorrow
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- Community Paint night was a huge success
- Next PSO meeting 1/14/2021

4. **Approve Financials - Jason Johnston**

- Review of budget with Keri next week, make expected enrollment adjustments

Motion: approve November financials as submitted

Jason moved, Justin seconded. No discussion. All in favor, no objections, no abstentions - *approved*

5. **All Students Belong Policy - Justin Cabrera**

- Need to vote in to policy to be in compliance with state law by 1/1/2021
- Will discuss again at January meetings with possible updates

Motion: approve policy as submitted

Justin moved, Jason seconded. No discussion. All in favor, no objections, no abstentions - *approved*

- Caitlin will add to MITCH website

6. **Equity Update - Caitlin Blood**

- All Students Belong Rule: Oregon-wide initiative, emphasis to protect the mental, physical, & social health of all students, family, staff, & visitors in our school
 - Defines “Bias Incident” & “symbol of hate”
 - Goals of acknowledgement, education, and moving forward with plan for community building by protecting & caring for each other
 - Outlines community education and prevention plan, describes safe reporting, emphasizes healing through trauma informed practices and culturally responsive education
- Culture Creation on website: working with Corey Cabrera, engaging prospective families in application, creating family & connections, goal of fresh homepage
- Partnership with OR3CS: helps charter schools connect across OR & provides consulting for Keri, great networking opportunities, meetings on 1/26 & 1/28

7. **Marketing Committee Update - Carol Wojciechowski**

- Received \$10,000 grant money, sent thank you letter to City of Tualatin
- Sent out donation letter to board for members for distribution to their own contacts to help bring in fundraising dollars to the school
- Tualatin Times: article in process, running 3 ads in Jan/Feb/Mar

8. **CLOSING ITEMS**

Public Comment

Nadya: Willing to help with ad to translate to Arabic

Board Comment

Justin: Working with landlord submitted financials & waiting for response, also has contacts who could help translate forms into Russian

Adjourn Session

Justin moved, seconded. No discussion. All in favor, no objections, no abstentions - *approved*