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**Administration:**

Keri Butler, *Executive Director*

**Members:**

Justin Cabrera, Chair  
Jason Johnston, Treasurer  
Chris Thoms

Daniela Diaz  
Corey Cabrera  
Jordan  
Lundstrom

**Mitch School Board Meeting**

**When: October 21, 2021**

**Where: Virtually via Zoom**

Meeting Notes updated September 20, 2021

**Agenda:**

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1. Roll call, Approve Agenda – Justin
2. COVID Status MITCH – Keri
3. Approval of October Meeting Minutes – Corey
4. Executive Director Update – Keri
5. Strategic Plan Goals – Keri
6. Academic Goals -Keri
7. Committee Update - Jason
8. Marketing Update – Keri/Jordan
9. Public Comment – Justin
10. Future Planning - Keri/Justin/Board

**A. Additional Agenda Items – (Motioned approved)**

- PSO Update
- ESSER2
- Amendments: Approval of October Minutes – Provide in next meeting for approval
- Remove marketing update -

**1. PSO Update – Sarah Parker**

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- Finished read-a-thon able to find community members to fund. \$4k in community sponsors!
- Sarah to send out report and community partners, Willamette Pie fundraiser.
- Every Friday approved to have a snack or treat for staff.
- Supply thanksgiving meals to family in need. Coat Drive. Backup lunch supplies (free lunch program).
- Lori Commented on thank you letters to “keep momentum” or Board to send thank you note



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## 2. ESSER2 FUND – Jason

Meeting on the 13<sup>th</sup> – Agreed attending board members. Use a portion to hire teacher assistants. Circulated to board email. Two assistants. Meeting with bookkeeper changes to budget about where and how the funds are spent

Keri Sent application for ESSER3 – Will try to quickly hire, Prior to receiving the money. Cost of substitutes. Allowing collaboration and planning. Adding a half-time teacher for support not assigned to a grade.

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## 3. COVID Status – Keri

- 1<sup>st</sup> quarantine of class. Started with one student and found a second in the same class. Teacher shifted to online. Plan to be back on the 1<sup>st</sup>. Keri commented that “a negative result never negates a positive test result. It should be treated it as a positive.”
- If students are contagious they are to stay home.
- Rapid tests are only for children that are symptomatic upon approval of parents.

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## 4. Approval of Meeting Minutes - Corey

- Item 10 – Calendar – Added June 30<sup>th</sup> 3<sup>rd</sup> Thursday in June. In the event put on calendar.
- Corey to provide revised agenda at next board meeting

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## 5. Executive director Update

- Two new students enrolled.
- Individualized goals two assistances,
- Price for Merv 13 – Price increase and original rep no longer there. Only places typically used in Medical facilities – Is Merv 13 needed for this school? Jason, suggested to have teachers and students. Perhaps a call to them may help. Review bid and perhaps other bidders. Danielle, in favor of asking staff about preference. Justin and Jason to call vendor Hunter-Davidson. Keri brought up ongoing costs for Merv 13 filters. Justin suggest costs associated with bid and ongoing maintenance. 60% increase. The suggested filters. Forward original bid.

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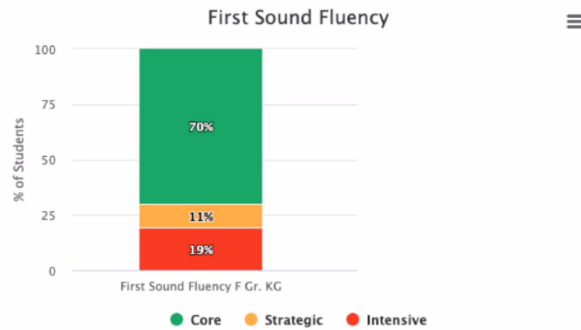
## 6. Strategic Plan Goals

- Overview – Keri suggested to review and if there are comments/feedback perhaps next meeting. Chris asked if the teachers understand the framework or if there is training? Keri answered that there are good descriptors tool is helpful for teachers.



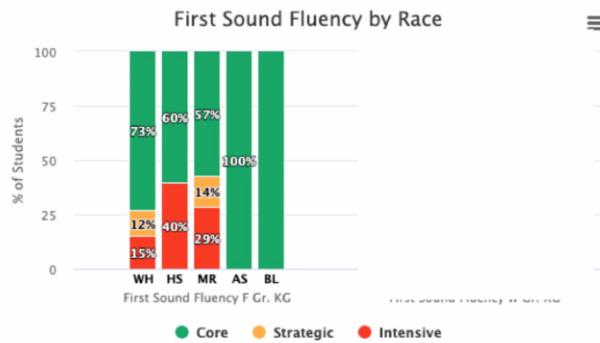
## 7. Academic Goals

Kindergarten Fall 2021-22

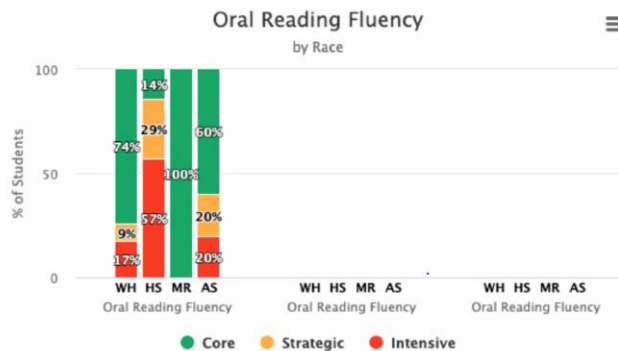


70% of kindergarteners. The ones in red are in intervention groups to help

Kindergarten Fall 2021-22



Grade 2 Fall 2021-22

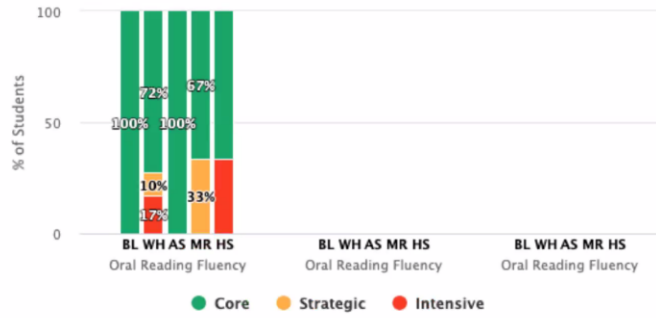




Grade 3 Fall 2021-22

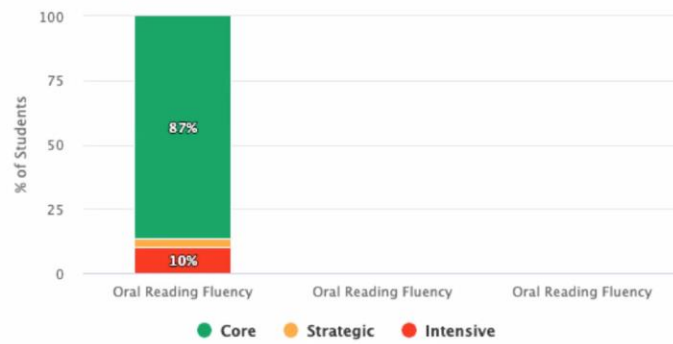
Oral Reading Fluency

by Race



Grade 4 Fall 2021-22

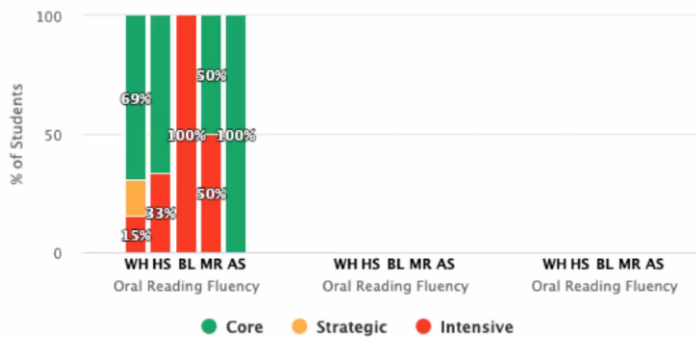
Oral Reading Fluency



Grade 5 Fall 2021-22

Oral Reading Fluency

by Race





- Teachers have data and share at conferences and helps identify what support is needed for teachers and students.

(Dialogue between Chris, Keri and Jason)

- Chris – Was there a home language survey? (ratio of students and reading fluency between native Spanish speakers at home vs. English).
- Keri – ELL Services
- Chris on ELL Funds: “Do we know what we need and how much? A Discussion on what funds are needed and how they will be allocated
- Keri - Caitlin taking on work and professional development as to how.
- Jason - How will parents be aware of resources?
- Chris – Required by the law to communicate that and provide ELL Resources. What are we legally required to provide as a Charter School?
- Keri - It is a requirement fed and statewide.
- Keri- Support is provided for professional development and answer questions. But will for special education. Two employees are hired for special education.

#### **8. Public Comments - Justin**

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- Sarah – 40k minutes read. Notes being sent. Will send information out.

#### **9. Future Planning - Jason**

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- Dani – Website – School Board information
- Dani – Standardizing interview questions 3 Core questions and allow board to add their own
- Dani - Achievement Metrics – Shared regularly – Give us a marker
- Keri – Staff retention how can we retain staff we care about – how can we make their salary and benefits more competitive. Budget question. What other perks benefits
- Dani – Annual survey with parents (Relaunch)
- Chris – Synergy with staffing, board members easily attain. Pay attention to what the staff is needing and not needing. Keri added, What other money is needed?
- Chris - What are next steps? Standardizing questions during work session to make agenda items
- Data Sharing to make part of executive update
- Staff Retention –Fundraising, Grants, increase amount provided from TTSD – Work session Brainstorming session?
- Website – add board members
- Community Feedback – Website – Survey Monkey existing. Make sure those are the same questions you want to be asking and suggest an appropriate timing of when to launch.
- Justin – Funds by 2024 – Ties in with brining on staffing. What happens after funds are gone. Fundraising – Perhaps non-negotiable – Have data ready – How we support kids.

Meeting adjourn at 8:40 PM