



Administration:

Keri Butler, *Executive Director*

Members:

Justin Cabrera, Chair
Jason Johnston, Treasurer
Chris Thoms

Danielle Olauson
Corey Cabrera
Jordan Lundstrom
Lori Joel

Mitch School Board Meeting
When: February 16, 2022, 6:33 PM
Where: Virtually via Zoom

Agenda:

1. Roll call, Approve Agenda – Justin
2. Approval of past Meeting Minutes - Corey
3. COVID Report - Keri
4. Approval of financials – Jason
5. Executive Director Update - Keri
6. MITCH Strategic Plan Update - Keri
7. Marketing Update – Jordan
8. Fundraising Update - Lori
9. Agenda & Action Items
10. Public Comment - Justin

1. Roll call, Approve Agenda – Justin

Board Members: Justin Cabrera, Jason Johnston, Chris Thoms, Danielle Olauson, Corey Cabrera
Lori Joel

Public: Not Recorded

2. Approval of February 3rd Meeting Minutes – Approved

3. COVID Report - Keri

Situation is improving, only 2 positive cases this week. Waiting on TTSD to proceed with State Mandates on March 31st. We will follow TTSD Guidelines. Justin will finish the written COVID Policy and have that done soon.



4. Approval of Financials

Keri stated that they are looking good, regarding the process with the Bookkeeper and Grants. We just need to clean up expenses and the categorization of expenses (Operational instead of Grant) It is much easier to track Grants. The formal reimbursement is through TTSD and Oregon Department of Education. (Around \$200,000)

Financials Approved

5. Executive Director Update – Keri

Last night was the final Parent Information Night. Lottery ended at 5 PM tonight.

Kinder – 69 applicants, (16 siblings) 54 seats available, 3 classes

1st – 49 returning, 15 new applicants, 3 seats available, 3 classes

2nd – 43 returning, 4 new applicants, 2 seats available, 2 classes

3rd – 39 returning, 5 new applicants, 5 seats available, 2 classes

4th – 33 returning, 1 new applicant, 17 seats available, 2 classes

5th – 29 returning, 1 new applicant, ** seats available, 1-2 classes

Social Emotional learning – we are getting positive feedback. This week we focused on relationship skills such as apologizing to others and offering forgiveness. In addition, standing up for others and self. We run scenarios and morning announcements discussing leaders and Black History Month. Next week we will focus on the importance of self-esteem.

I do think we need to have a conversation on communicating effectively within the Board. How are we communicating? Board Members acknowledged the importance of reading and responding to emails in a timely manner.

6. MITCH Strategic Plan Update – Keri

Shared Long Term Financial and Operational Stability

1. Identify optimal Operations Budget versus SSF each year
2. Fundraising Committee will identify annual fundraising goal and partners by August 2022



3. Outcomes – by 2023 – each year the Board will have a fundraising goal to meet operational budget

Not sure we can approve this until the Fundraising Committee meets and discusses in more detail. Board Comments:

- Fundraising should be for the betterment of MITCH
- Focus on support and retention of teachers
- Strategic Plan was well balanced, especially the measures to achieve goals
- What are the highest expenses? Keri responded Payroll and Lease
- MITCH donations impact teachers. This tax year \$600 is asked of families, while the average paid was \$300
- Pay rate at TTSD is 50% more than Pay rate at MITCH – TTSD Pay Scale is based on Years of Experience and Educational Level
- Fundraising Goal – need common ground, start small, and all Board Members to share in the responsibilities

7. **Marketing Update – Jordan**

Was not discussed?

8. **Fundraising Update**

Previous meeting with Lori, Jason, and Keri was held. Decided that fundraising should go towards Teacher Retention, which could include a salary increase and support for additional staff development. Fundraising Ideas shared included:

- Music Event with picnic dinner
- Privately Hosted dinners
- Adult Bowling Night
- Trivia Night
- Virtual Cooking Night
- Wine Raffle

9. **Agenda & Action Items**

- a. Next Meeting Wednesday, March 2nd, 6:30 PM. It will be In-Person at MITCH, with available ZOOM Link
- b. Board Member Bios near completion
- c. Website in Progress – waiting on third party bids

10. **Public Comment**



MITCH
Charter School
Board of Directors

Inspiring colorful acts of greatness

Ms. Zellner – raised concern about inconsistent messaging from MITCH, in regards to the mask policy. Specifically, are masks required to be worn outdoors? Justin replied – thank you for your question, as a Board we cannot answer your question, but reiterated that we comply with TTSD and CDC Guidelines.

Meeting Adjourned 7:38 PM