



MITCH  
Charter School  
Board of Directors

Inspiring colorful acts of greatness

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**School Administration:**

Caitlin Blood, Executive Director  
Nicole Hans, Vice Principal

**Board Members:**

Sarah Parker, Chair  
Jason Johnston, Vice-Chair  
Daniela Pratt, Treasurer

Neil Tosuntikool, Secretary  
Corey Cabrera  
Susan Noack  
Krista Brown

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**Regular Meeting**

When: 11/19/24 6:30pm  
Where: Virtually via Zoom

● **Opening Items:**

- Call to order by Sarah at 6:35pm
- Roll Call/Attendance
  - Board/School Administration: Sarah Parker, Jason Johnston, Corey Cabrera, Neil Tosuntikool, Krista Brown, Daniela Pratt, Caitlin Blood, Nicole Hans
  - Attendees: Shannon Fairley, Shova Thapa, Ashley Beyer, Christine Sanchez, Ann Lewis, Fran Corey, Colin Ferguson, Nate Aggrey, Lara Shaw, Beth Hudson, Michele Machiels, Kristen, Alisha
- Approve Agenda – No Board requested changes. Sarah motions to approve. Corey seconds. Board approves.
- Approve Minutes – No Board additions or suggested revisions. Neil motions to approve the minutes from 10-15-24. Corey seconds. Board approves.
- Approve Financials – Brief overview of September and October financials from Daniela. No questions from Board. Daniela motions for approval of September and October financials. Corey seconds. Board approves.

● **Public Comment:** None

● **Action Items from Previous Meeting**

- Sarah will reach out to Kristen at OSBA about a potential Board 101 training opportunity for entire group with AI and Equity emphasis - Done
- Neil to add to next agenda work on situational topics for Kristen OSBA training - Done
- Jason and Sarah to go over and adapt the TTSD technology policies and Board to vote on next month – Sarah and Jason met, made the decision to postpone until January to work with Ms. Blood when she returns full-time.
- Krista to work on school lunch program questions and send to Ms. Hans and Ms. Blood - Done
- Corey to connect with PSO on Read-a-Thon - Done
- Sarah to follow up with Borad regarding the first week of November board meeting (i.e. November 5<sup>th</sup> cancels or reschedule) - Done

- **Executive Director Update – Nicole Hans**
  - Enrollment Update: Steady at 234 students
  - Staffing Update: 2<sup>nd</sup> week of December expect Ms. Saunders (5A) to return, Ms. Meyer (2A) expected 3<sup>rd</sup> week December, hiring process continues for the other 2<sup>nd</sup> grade teacher for 2B, expecting all resolved by winter holiday break
  - Quarterly meeting with Dr. McCall, TTSD Liason, great call
  - Asked TTSD for extension for continuous improvement plan
  - Attended Charter School Conference last week, brief overview and summary,
  - Caitlin expecting to return full-time December 16<sup>th</sup> week
  - 2A still long-term substitute, 2B two long-term subs team teaching
  
- **SIA Grant Update – Nicole Hans**
  - Brief update on grant
  - Opened to questions from Board
  - Jason and Daniela cautioned to be prepared for possible grant environment changes due to new administration change in new year
  
- **PSO Update – Shannon Fairley**
  - Met last week for November PSO meeting
  - Bottle drop match coming up, pick up a bag at the school's front door
  - Carline pickup this Friday and then the weekend after Thanksgiving truck drop-off
  - PSO supporting families again this year with grocery gift cards
  - Blazer's game coming up January 30<sup>th</sup>, two sections reserved this year, special surprises planned! Link in Fox Tales
  - Uniform exchange bins to return to school lobby in December
  
- **City Council Meeting Update Community Engagement Award**
  - Sarah gave a brief overview, MITCH nominated for community engagement award for mural inside school, award presented by Mayor Frank, around 29min mark in video sent in Fox Tales, THANK YOU to Elizabeth and all the students who created it, touching and heartwarming experience.
  
- **OSBA Training Situational Topics**
  - Sarah gave a brief overview of sample situation topics that OSBA Kristen could provide
  - Some questions back and forth with Board
  - Sarah to reach out to Kristen Miles for Board 101 Training with Equity Lens emphasis and some Strategic Planning
  
- **Annual Family Survey Development – Transportation Barriers**
  - Diversity Action Plan – Bus riding demographics (contractually required by TTSD)
    - 15% students Hispanic/Latino, 9% currently
    - 15% economically disadvantaged, currently 29%
    - 10% Ever English language learners, currently 2%
  - Question from Board – When will MITCH get their second bus back? Answer: Unknown, dependent upon Bus Barn who usually reaches out when staffing improves. Nicole to check.

- Question from Board – Do we know where Hispanic student bus stops could be better positioned? Answer: Stops are stipulated by TTSD. (Hands tied behind back)
- Question from Board – Consequences to not meeting numbers? Answer: No, not historically from TTSD.
- Caitlin provided some further background and insight into TTSD and bus demographic/Diversity Action Plan
- 45 bus riders total out of 234 students at MITCH

- **Committee Updates**

- 1) **Nutritional Services** – It has been a good week, currently on Day 5, served approximately 1,500 meals so far! 208 students using the program, hired Ms. Kathy a school parent, as lunch assistant, students very excited about their hot lunches, seem to be enjoying them, CEP program is through the next 3.5 years, Breakfast is a carb and a fruit, Lunch is an entree (vegetarian option) plus a fruit and veggie, fruit and veggie options must be taken (okay to be shared immediately) in order to be considered a reimbursable meal, Sarah – major shout out to Krista (and Shannon) for championing and being there every day. Craig from TTSD has commented on the polite manners of the MITCH students. Board wide approval and congratulations to Krista and the entire Nutritional Services committee. Removal of one past barrier to MITCH (free and reduced lunch)
- 2) **Safety** – Able to secure location at the end of the cul-de-sac as an emergency evacuation meet up site (near Cascade Coil)
- 3) **Maintenance** – No update from committee this meeting, built carts for lunch program, all tasks completed and up to date, THANK YOU!
- 4) **Read-A-Thon** – Met with PSO, went over past Read-A-Thon successes, discussed new sponsor rewards options, outreach plan strategies, fundraising purpose ideas, outreach to chamber of commerce, on a good track and good momentum, Fund Raising purpose ideas include: intercom system, safety improvements, gym improvements, staff retention supports, etc. Contractor came out to review gym condition improvements and updates. Putting together an estimate for MITCH. Question from Board: Does TTSD have a preferred or approved general contractor? Answer: Jason to follow up and research. Question from Board: What could the Nike grant and Read-A-Thon fundraising do? Answer: Improvements and upgrades to MITCH school gym.

- **Closing Items:**

- **Takeaway Action Items Review**
  1. Sarah to reach out to Kristen Miles for Board 101 Training with Equity Lens emphasis and Strategic Planning
  2. Neil to update planning document in Q2 survey with bus and transportation questions for survey
  3. Corey to follow up with TTSD approved contractor/preferred vendor list
  4. Corey to reach out to flooring contractor coming in
  5. Nicole to reach out to Bus Barn regarding when is 2<sup>nd</sup> bus coming back
  6. Neil to add family survey review to next regular work session

- **Public Comments:** Faculty Dr. Hudson: echoes the Thanks regarding the hot lunches, program has gone really smoothly, 75% of her class participates, great to see, cannot emphasize enough to parents to sign-up for volunteer shifts to keep lunch program going and successful *please*. Parent Divy – suggested that email asking for volunteers might help, highlighting the need so program can be sustained. Sarah posting link in chat to HelpCounter, 10:50am-12:10pm (usually done by Noon) is the shift.
- **Board Comments:** Jason resigning from the Board to focus and prioritize his family, effective tonight. Congratulations to the lunch committee for Board's greatest accomplishment. MITCH contract renewal. Proudly served on Board. Thankful for opportunity. Leaving on great terms. Sarah and entire Board very, very thankful, and very grateful.
- **Adjourn:** Sarah adjourns the meeting at 8:06pm, next meeting December 3<sup>rd</sup> in person at MITCH

*Nicole Hans*

12/06/2024

*Sarah Parker*

12/16/2024