



MITCH  
Charter School  
Board of Directors

Inspiring colorful acts of greatness

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**School Administration:**

Nicole Hans, Interim Executive Director  
Caitlin Blood, Executive Director (Leave)

**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: 9/17/24 6:30pm

Where: Virtually via Zoom

• **Opening Items:**

- Call to order by Sarah at 6:33pm
- Roll Call/Attendance
  - Board/School Administration: Sarah Parker, Jason Johnston, Corey Cabrera, Neil Tosuntikool, Susan Noack, Krista Brown, Daniela Pratt, Nicole Hans
  - Attendees: Shannon Fairley, Dianne Mills, Alisha Morton, Divy, Holy Cuperus, Kelly and Andrew Asbra, Laurel Strickler, Lauren, Michele Machiels, Sandra Johnson, The Winn Family, Zachary/Haven Taylor
- Approve Agenda – Sarah motions to approve the agenda as sent out. Neil seconds. Board approves.
- Approve Minutes – Neil motions to approve the minutes from 8-1-24 with the only update being a spelling correction to Lam Research. Sarah seconds. Board approves.
- Approve Financials – Jason submitted June financials for review. Jason motioned for approval, Krista seconds, Board approves. Daniela presented July financials for review. Daniela motions for approval, Jason seconds, Board approves.

• **Public Comment:** None

• **Action Items from Previous Meeting**

- Sarah and Jason to review technology policies from OSBA – Move to next virtual meeting on October 15th
- Sarah to follow up with board members regarding their in-person events for the beginning of the school year – Done and will discuss in more detail
- Nicole to update the calendar to with the new board meeting day and dates - Done
- Jason action item needed to complete handoff of financials to Daniela - Done
- Krista to apply for Lam grant – Done and will be discussed more in committee updates

• **Executive Director Update – (Nicole Hans)**

- Enrollment Update: 238 total students
- Broke red tape regarding getting SSF check deposited into MITCH account

- Met with new building liaison, moving forward with speed bumps near the agriculture gardens
- Lighting upgrades on hold until spring due to grant pause
- Brand new sink in the art room
- Hiring a 3<sup>rd</sup> instructional assistant starting next week
- Just Outcomes – Professional development on restorative justice before school year began, teachers have begun to apply techniques in the classes, students very positive, good results so far
- Back to School Night this Friday, opportunity for parents to go into the classrooms and see the curriculums, sign-up to volunteer, etc.

- **Action Items**

- 1) Kids Heart Challenge – Sarah read an email from Ms. Hill (see attached) and summarized the issues regarding KHC from previous year. Daniela clarified what MITCH got in return for supporting last year. Neil, Jason, Daniela, Krista, Corey and Susan all discussed. Sarah motions to approve Kids Heart Challenge for the school year 24-25 with the same stipulations as last year regarding family participation being optional and completely voluntary. Corey seconds. Board approves.
- 2) Vote to Approve Family Handbook Updates – Nicole read the changes to the student health and wellness section of the family handbook:  
*DIARRHEA: 3 or more watery or loose stools in 24 hours OR sudden onset of loose stools OR student unable to control bowel function when previously able Symptom-free 48 hours OR after seen and cleared by a licensed healthcare provider for specific diarrheal diagnoses symptoms improving for 24 hours (no more than two bowel movements more than normal and no longer having accidents) OR with orders from doctor to school*  
*VOMITING: at least 1 episode that is unexplained Symptom-free 48 hours 24 hours OR after seen and cleared by a licensed healthcare provider.*  
 Sarah motions to approve. Corey seconds. Board approves.
- 3) Vote for Kona Ice – No kids on Back to School Night = slow sales? Move to Harvest Night October 18th instead?? Corey is sad. Sarah motions to move Kona Ice to Harvest Night. Corey seconds. Board approves.

- **Report and Discussion**

- 1) Back to School Night – Opportunity for Board to recruit parents to join working committees and meet families, Sarah asked that Board members text/email her if they would like to work the 5:00-5:30pm shift or the later 6:00-6:30pm shift.
- 2) Lunch Committee Update – Sarah and Krista talked about review from TTSD nutritional services...Krista submitted grant application to Lam Research. Unknown when will learn the outcome. Krista also applied to City of Tualatin for \$3,000 grant for lunch infrastructure. Susan shared that MITCH will receive the grant! Yeah and congratulations to Krista!!

- **Closing Items:**

- Takeaway Action Items Review

1. Sarah – Board members who will be at Back to School Night please email/text Sarah their schedule availability.

2. Jason – Need to document whether Board meeting announcement can be exclusive to Parent Square or does it need to continue as it was before by email.
3. Sarah – Review communication of future Board meetings and Board activity. Sarah to meet with Nicole.

- Public Comments: **None**
- Board Comments: Neil congratulates Krista, Susan and the rest of the Nutritional Services/Lunch Committee for all of their success and exciting progress
  - Adjourn: Sarah adjourns the meeting at 7:46pm

*From: Elaine Hill <ehill@mitchcharterschool.org>  
Date: Tue, Sep 17, 2024 at 7:46 AM  
Subject: Re: Kids Heart Challenge  
To: Sarah Parker <sparker@mitchcharterschool.org>  
Cc: Nicole Hans <nhans@mitchcharterschool.org>*

*Hello!*

*I'm sorry I will not be able to attend the board meeting. I have a previous engagement on Tuesdays for the next couple months. I wanted to get back to you on the information you requested.*

*-We raised \$2100 dollars from doing the program last year.*

*-There were 45 students who signed up for our school.*

*-We had 26 students who donated money.*

*-We did not do any incentives or class prizes*

*-All students received a Heart Hero keychain for participating in P.E. (did not have to donate or sign up)*

*-Our school earned \$160 of US Games certificates for participating as a thank you gift. I was able to purchase new parachutes for our school with these funds.*

*-We applied for the \$2500 grant last year, but unfortunately were not chosen. We can apply every year we finish the program though.*

*I just wanted to thank you for discussing this at the board meeting. To clarify, the intention of the program was not to gain anything for our school, but a desire to partner with the AHA and raise*

*funds for heart health awareness and kids with special hearts. If the school decides not to move forward with partnering with KHC, then I will let the Kids Heart Challenge coordinator know.*

*Thanks!*

*Elaine*

*Nicole Haus*

10/31/2024

*Sarah Parker*

10/31/2024