



23264 SW Main Street, Sherwood, OR 97140

**Meeting of the Board of Directors: Thursday, August 21, 2014 – 6:30 pm
MEETING MINUTES***

I. Opening Items

The Sherwood Charter School Board of Directors met for its regular meeting on Wednesday, August 21, 2014, in the math room of the Sherwood Charter School, located at 23264 SW Main Street, Sherwood, OR 97140.

The meeting was called to order at 6:32 pm by Chair, Keith Halasy.

Members Present: Keith Halasy, Joy Raboli, Amy Anderson, Kim Young, Stephen Schweitzer, Brian Craker

Members Absent: Tee Ramos

Public Present: None

The Pledge of Allegiance was recited by all present, and Steve Schweitzer read Sherwood Charter School's Mission & Vision Statements.

Agenda Business Item: Approval of Minutes from 08.06.2014 meeting

MOTION BY Keith Halasy to approve the minutes as submitted.

Seconded by: Steve Schweitzer

Discussion: None

Board Vote: all ayes; motion passed.

Agenda Additions:

MOTION BY Kim Young to correct agenda item I.C. date of "approval of minutes for '06.09.14' to '08.06.2014'"

Seconded by: Steve Schweitzer

Discussion: None

Board Vote: all ayes; motion to add agenda items passed.

Agenda Additions:

MOTION BY Kim Young to add agenda item: IV.E. of: "Staff Handbook Policy Review" for Board Vote.

Seconded by: Keith Halasy

Discussion: None

Board Vote: all ayes; motion to add agenda items passed.

Public Comment:

None

II. Academic Excellence

Principal/Administrator's Report:

Principal Joy Raboli reported enrollment is holding steady at 225, which is at capacity with a healthy waiting list. Had a fantastic start of the year with staff development and believes we have a cohesive group this year. Training has been occurring covering a variety of areas including common core training, review of policies, theme, scope and sequence, literacy and technology. Riggs training will be during the second week for K-5. They are also working on class webpages and classroom management strategies.

Staffing updates include: Lauren Epifano has been hired as our new art teacher and comes with 7 years experience. Mandy Coffee the newly hired K-5 music teacher took another job so Joy is working to fill this open position. Interviews continue for an additional secretary.

PAC Board has planned more family events for the 2014-15 school year. These events will include a bingo night, and sock hop & a potluck.

Curriculum: Matt Gundlach is working on an online high school geometry course through BYU so that he can teach some of our students. The advantage is that these students would be able to enter high school ready for Algebra 2. Matt will also be taking the appropriate test to be certified to teach this class.

Safety Committee Update: No update to report.

III. Finance/Fundraising

Treasurer Kim Young led a **Review of July Financials**, which included review of the Profit & Loss summary, Income Statement, Balance Sheet, Accounts Payable, aging Statement, credit card charges and checks written. July total income was ~8% and total expenses were ~3%. Year-End audit has been complete, making us the first charter school to complete our audit. We were told we had a clear audit and will be given to the Board for full review at an upcoming meeting.

IV. Governance

Updates on Unfinished Business: None to discuss at this meeting

Calendar items/Deliverables to SSD: None at this time

Annual Objectives for Board, SCS, Principal: Joy Raboli submitted and discussed her suggestions of goals & objectives for the 2014-15 school year. The Board received her suggestions and will review and adjust or approve at an upcoming meeting. The Board has also expressed a desire to set it's own goals, as well as discussing goal setting for the entire school for 2014-15.

Annual By-Law Review: Reviewed ahead of time with input requested section by section. No input regarding suggested changes was given.

Staff Handbook Policy Review: Updated copies of the staff handbook were sent out for review by the Board. Changes included removing redundant sections that are now covered in the school policy.

Agenda Business Item: Staff Handbook Revisions

MOTION BY Steve Schweitzer to adopt the revised Staff Handbook as presented

Seconded by: Keith Halasy

Discussion: None

Board Vote: all ayes; motion passed.

V. Facilities/Operations

Facility Liaison Report: Kim Young has checked with the church about additional storage and work space and received approval for immediate use.

Techonology Liaison Report: Keith Halasy reports that he is already working with Jeff Robrecht on tackling our current technology problems. Many networking and internet issues have already been resolved and he has a roadmap on technology issues moving forward. Work parties may be organized to help with updating laptops and iPads in the near future.

Keith is working with Shannon to shore up the Google Pages template for use by the teachers. Keith and Joy are working together on updating the school website. Joy has suggested the Board consider increasing the technology budget for the future as we have replacement needs coming up soon.

Agenda Business Item: Technology Support Provider Contract

MOTION BY Kim Young to approve the IT Service Agreement with Jeff Robrecht as presented.

Seconded by: Brian Craker

Discussion: Two minor wording issues noted and resolved.

Board Vote: all ayes; motion passed.

VI. Community Engagement/Board Development

Public Meetings Law Training: All Board members have completed the public meetings law training.

VII. Closing Items

The next board meeting has been scheduled for Thurs., Sept. 18th, 2014, in alignment with our regular meeting schedule.

Agenda Business Item: Adjournment of Meeting

MOTION BY Keith Halasy to adjourn the meeting at 8:07 pm

Seconded by: Brian Craker

Discussion: None

Board Vote: all ayes; motion passed.

VIII. Minutes Submission

*Recording and submission of minutes by Board secretary, Brian Craker. Minutes are considered in DRAFT form until approval by Board of Directors.

(NOTE: These minutes were approved by the Board of Directors on 09.18.2014)