



23264 SW Main Street, Sherwood, OR 97140

Special Meeting of the Board of Directors: Thursday, June 2, 2016 – 6:30pm
MEETING MINUTES*

I. Opening Items

The Sherwood Charter School Board of Directors met for a work session on Thursday, June 2, 2016, in the Humanities Classroom at Sherwood Charter School.

The meeting was **called to order at 6:36pm** by Chair, Keith Halasy.

Members Present: Keith Halasy, Kim Young, Joy Raboli, Brian Craker, Chris Gerlach

Members Absent: Stephen Schweitzer

Public Present: Carolyn McBee, Renee Simas, Brenda Carlson, Tee Ramos, Perry Francis

Agenda Additions: None

II. Board Discussion

A. Employment Agreement & Staff Handbook

Matthew Lowe, attorney for SCS, and his office completed a review of our employment agreement and staff handbook, and included suggested edits. Both documents were discussed in full with consideration of edits. Recommendations were received and will be sent to Matt to incorporate. The Board will wait to vote on approval of the handbook until after receiving a final version ahead of the next Board meeting on June 16th, 2016. The Employment Agreement was reviewed and a vote was taken on the document with minor edits.

MOTION BY Brian Craker to approve the Employment Agreement 2016-17 as edited:

Seconded by: Kim Young

Board Vote: All ayes, Motion Passed

MOTION BY Brian Craker to approve the 2016-17 Job Offer Letter for Full-Time Non-Exempt Employees as edited:

Seconded by: Kim Young

Board Vote: All ayes, Motion Passed

MOTION BY Brian Craker to approve the 2016-17 Job Offer Letter for Part-Time Non-Exempt Employees as edited:

Seconded by: Kim Young

Board Vote: All ayes, Motion Passed

B. Curriculum Deployment Review Committee

Keith updated the Board on progress of work and challenges of this committee. In all, input pointed to desire on part of teachers and parents to provide more training in curriculum, especially in the area of RIGGS. Chair believes the work of the committee is concluded at this time with the information and key findings available at this time, with specific goals and tasks for the 2016-17 school year.

C. Goals & Expectations for 2016-17

Keith presented a document of Goals and Expectations for the Principal, based in part of recognized needs for SCS, and in part from the recent Administrator's review. The document was discussed at length, with input from Ms. Raboli on plans for action in each of the areas. Final edits will be made, and then reviewed again at our June 16 regular meeting. These goals will be reviewed regularly and will be included in the goals section of the 2016-17 Administrator's review.

D. Policy Review

The June 2016 quarterly policies updated were reviewed and discussed. The following policies were approved, approved as ammended, or rejected:

MOTION BY Brian Craker to approve the following policies as presented:

- GCDA/GDDA
- GCDA/GDDA AR
- IKF
- JHCDA
- JHCD/JHCDA AR

Seconded by: Kim Young

Board Vote: All ayes, Motion Passed

MOTION BY Brian Craker to approve the following policies as ammended:

- GBM: Adopt with bracketed language
- GBMA: Adopt with bracketed language
- GCBDC/GDBDC AR: Adopted with the following bracketed language: "I may use accrued paid leave, including personal and sick leave, or accured vacation leave for the OFLA leave period." (option 1)
- JED: Adopt with bracketed language
- JFC: Adopt with bracketed language
- JG: Adopt with bracketed language

Seconded by: Kim Young

Board Vote: All ayes, Motion Passed

The following policies were reviewed and determined to either not apply or not be included at this time: ECACA, IGAI, IGDF & IGDF AR.

III. Closing Items

The meeting was **adjourned to order at 9:43 pm by Keith Halasy.**

IV. Minutes Submission

*Recording and submission of minutes by Brian Craker, Board Secretary. Minutes are considered in DRAFT form until approval by Board of Directors. These minutes were APPROVED on June 23, 2016.