



Regular Meeting of the Board of Directors - March 16, 2017

FINAL

I. Opening Items

The Sherwood Charter School Board of Directors met in the Sherwood Community Friends Church fellowship hall (location change) for their regular meeting on Thursday, March 16, 2017.

Audio of the meeting was recorded by chair Craker.

The **March 16, 2017 meeting** was called to order at **6:30 pm** by Chair, Brian Craker.

Note: There was a meeting of the teacher turnover taskforce earlier that evening which had extended over into the board meeting timing. Some board members were a part of that committee and were late in arriving due to that meeting.

Members present: Michelle Chidlaw, Brian Craker, Perry Francis, Carolyn McBee, Shari Scholz, Steve Schweitzer and Joy Raboli (Ex officio)

Members absent: Chris Gerlach

SCS Staff present: Angela Havlinek (office manager), Cheryl McLeod (admin), Cassie Andresen (1st), Katie Boedigheimer (middle school math), Anna Elliot (music), Lauren Epifano (art), Nicole Mickanen (kindergarten), Shannon Peterka (middle school science), Sarah Richard (middle school humanities), Nora Stuckey (PE)

Public present: Kacie Armitage, Mari Austin, Maranda Austin, Jocelyn Bohnet, Kathie Bowdoin, Karie Bourdet, Autumn Bunch, Adam Carlson, Brenda Carlson, Nicole Carlson, Nicki Davis, Christina Hatch, Jeffery Hatch, Shannon Harrell, Linda Henderson, Bryan Henson, Michelle Henson, Yuko Hardesty, Keith Halasy, Lisa Lavier, Valarie Lapham, Jamie Malcolm, Suzie MacLeod, Christine Mickel, Christy Peavey, Elizabeth Pietzke, Tee Ramos, Kim Rocha, Renée Simas, Kryste Strum, Kerry Toomey, Katie Trihub, Erin Tripp, Kellie Umlandt, Amy Verkest, Scott Verkest, Olivia Wengert, Robert Wengert, Susanne Werle, Aaron Wiebe, Adrienne Weibe, Kim Young

- A. The Pledge of Allegiance was recited by all present
- B. Carolyn McBee read Sherwood Charter School's Mission & Vision Statements.
- C. Perry Francis read the H.E.A.R.T. skills as a reminder of the board's mission as representatives of the Sherwood Charter School and to mimic those values in our service to the school.
- D. **Agenda Additions**
 - a. Spring Lottery
 - b. Statement by Chair Brian Craker

Agenda Business Item: additions to March 16th agenda – spring lottery, chair statement

Motion by – Steve Schweitzer

Seconded by – Carolyn McBee

Discussion: none

Board Vote: all ayes; motion passed unanimously

- E. **Spring lottery – Cheryl McLeod and Angela Havlinek presided**



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Agenda Business Item: Spring lottery results acceptance by the board

Motion by – Steve Schweitzer

Seconded by – Carolyn McBee

Discussion: none

Board Vote: all ayes; motion passed unanimously

F. Class Presentations

Ms. Andresens' 1st grade class who presented a unit they worked on for CORE knowledge – rocks and minerals. The class answered questions concerning types of rocks – igneous, sedimentary and metamorphic – identifying examples of each.

Middle school – leadership academy representatives, including all the middle school teachers – presented a series of projected images that explored role reversal where the members of each house were given a HEART skill and had to go to the other houses and present their skill. Effectively the students became the teachers. Each house presented their H.E.A.R.T. skills 'lesson' to those gathered at the meeting.

G. Chair Craker's statement

Brian asked everyone present to introduce themselves to two people they did not know in the room. After that short break from the meeting, Brian made a passionate statement reflecting the general discord seen at the school in the past months. He asked that people stop feeding on the negativity seen at many levels and called for a truce to help and begin the healing needed in the school community.

Below was an attempt to capture the full text during the meeting:

"Great to see there was a reason for it. Wanted to make a statement at beginning of meeting to hopefully set the tone not only for this meeting but also for where our school is at and the direction ahead. Relationships are backbone of this school, making it different unique, special and wonderful. When my wife and I were looking for school to have our children enrolled in there was a lot of discussion about public vs. private. I had an opportunity to work at church where the MITCH in Tigard was hosted for many years and got to see that in action and opened my eyes to the charter school system. I became a believer in that and because we were in the Sherwood SD we were lucky enough to get our oldest son into school via the lottery. Our kids have been here for four years. But before we made that decision we talked to a lot of people and in that process, we made some new friends. And while we have been here we have made friends. And those relationships have been what has made this school of choice so special. Because we have a school of choice. Every student that is enrolled here was enrolled by the choice of their parents and the luck of the lottery. Every teacher that has chosen employment here and every staff member who is on the payroll are here because of their choice to be here. And we are thankful for that. We are a school of choice and when we make that choice we are a part of the community.



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I want to share with you my view as the board chair – view no one has – and that’s not to be exclusive but the nature of the position. Being the board chair was not position I asked nor a position I was pining to get. In fact, the last board nominated me for this position and I never accepted the nomination but was still voted into the position. Keith, you can laugh but it’s your fault as you were in charge of that meeting (laughing). It is a position I accepted finally with hope and hesitation because of some of the things I see happening in our school. As anybody who has sat in this position will tell you we are subject to seeing and hearing things the rest of the school does not. We are the monkey in the middle – we see everything. We hear everything. And it comes from all sides. We hear what happens to the staff. We hear what happens to the teachers, we hear what happens to the PAC and their leaders. We hear what happens to families in our school. We hear what happens to our fellow board members. I have been witnessing as board chair, behaviors, comments, and actions that I believe do not exemplify the best values of our school. And in the process of what I see is happening in our school I see the very backbone of our school being broken. I see relationships that are beginning to be broken over differences over ideology that is now separating what used to be very close friends in our school. Families whose kids have been raised together, people who have put this school first but those relationships fractured closed to a point of permanent damage. I am seeing objectification at work in our school. The differences of expectations for many in our school, and there are many, I would say there are at least four to five different camps of expectations and many other sub camps of that. That those differences in expectations are leading to dehumanization of some of the people in our school, in our staff, in our teachers of the parents of this school and the leaders who have chosen to take up these roles of a volunteer. And this has been leading to battle lines. Battle lines that have drawn our school and I believe it only encompasses a minority of our school but I believe that what happens next will affect majority for some time to come. I believe as board chair that our school is verge of a civil war. And in a civil war, no one wins. The negative results of that kind of battle are ones that will last for generations. In my career, I have worked with organizations, families and couples that deal with transition, that deal with changes, that deal with cultural changes and differences in ideology. In those times of transition clear lines of communication need to be open and remain that way. Differences in expectations can lead to objectifications within those relationships. Especially as I work with families and couples I have to let them know that as begin to see signs of objectification I need to warn them that at one point it reaches a point that is not easily repairable. I believe that we are now on the precipice of that point at our school. As battle lines have been drawn as ammunition has been stockpile we are in a situation we don’t have two sides but many. In the middle of it all are our kids. The possibility of permanently broken relationships and of the very future of our school that we know and love. I going to make a call from this chair tonight to say that this needs to stop tonight. I am calling for a truce and for a time of healing for our school. Tonight, I am asking that there be no battles, no arrows. That we take a moment to put our school first and remember what the backbone of our school is – those are the relationships that we have. Because of those cannot be healed, the relationships that have maintained and made our school strong it doesn’t matter what battles become waged, it doesn’t matter what decisions get made, it doesn’t matter what vision of our school is put forward it will not be sustainable. And so tonight I am calling for this truce and I am calling for a time of healing.



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And I begin tonight with asking for an expectation from this board that sits here tonight. I know many of us have found ourselves in situations where we have been challenged, where we have found ourselves seeped into the battle that has led us to objectification. To not seeing the human that is part of whatever comment is being made. And I ask that in all our comments this evening that we make sure that we think of the healing and the restoration of the relationships that are necessary for our school and that we begin that here tonight. For those that who will be presenting information to us in reports I ask that you consider to do the same that in the facts that are spoken that you let those facts be spoken. And that if there are any arrows that are being shot to please put them away. I'm going to ask for all of those who signed up for public comment tonight to reconsider the words that you say tonight. That you consider them carefully. That if they are not words of healing, restoration, or encouragement I ask that consider putting them away for public comment tonight and that submit them directly for our review. I'm asking for this because we need to make shift and needs to start tonight. We need to being a time of healing for our school. And I believe this time of healing comes in two parts. The first is that we need to begin having conversations again with one another. And those conversations need to begin with "I'm sorry". "I'm sorry" are the first words we teach our kids to say to fix a broken situation. I'm Sorry are still the first words that need to be said to bring healing about. And I do mean sincere apology with no agenda or intention of seeking any future maneuvering but an I'm sorry that honestly seeks healing and restoration. And that's going to begin from this chair tonight. Tonight, I want to say that from the board chair I'm sorry. I'm sorry to the school staff that has not felt they have not been properly supported or who have felt that the board has sometimes not been available in your times of need. I want to apologize as the board chair to the teachers that are here present tonight and also for those who are not. I want to apologize that we were not seeking your advice, your concerns, your wisdom sooner in our process. I want to apologize to the PAC board and every leader who has been a part of PAC this year, for what you have been though without the protections that are afforded to a public body like ours. For what you have gone though in that you have not received full support that has been vocal and present when you have needed it most. And I'm going to apologize to every parent that is a part of our school who has felt that you have not been listened to, that your voices or concerns have not been heard by me or by this board because of my leadership or failure thereof. And for anybody that I have hurt in conversation or have shown objectification to out of frustration or otherwise, I sincerely apologize. And I apologize for anybody that I am not recognizing in this room that I should at this point. These conversations of forgiveness and healing need to begin with all of us. We need to decide if we believe that this school is worth saving, that this school is worth continuing to believe in and that this school has a bright future ahead of us. And if we do we then will begin these conversations and encourage others to be engaged in them as well. And then I believe we need to restore broken relationships within our school family. I have heard horrible stories of close friends who are of no longer on speaking terms because of differences of opinion. This is something that we see in our society, this is something we have seen in our country and I do not believe that it should be reflected in our school. We have close friends that need to remain such and we need to heal those broken those broken relationships immediately. I and believe it starts tomorrow night with the PAC bingo night. I believe that the PAC made a genius step recognizing the need before it was expressed to you of the need of restoring relationships in our school and to bring us back together. Picking an event that has brought us together in the past and we hope will do so again tomorrow night. I'd like to encourage all of you to be there and as full as this room is tonight would



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like to see it full four times more. I would like to see this place be on overload that we have to every window open just to cool it off. I believe that we also have an opportunity with spring break right around the corner. Some of us are traveling many are not. There is time for kids to get together. Let's schedule some play dates. Let's get together for coffee, do what we need to. Let's restore these relationships. Let's find ways to come together and find our similarities over our differences. And I would encourage those of you here tonight and those of you who will hear the recording of this and in the stories, that are shared from tonight, that you consider notes, notes of encouragement and apology to the staff, to the teachers, to the PAC and to the members of this board because I will be honest with your every day for me for the last few months have been filled with phone calls, emails, letters, text messages and none of them have been good. It's the nature of being in this chair – I would like to see the opposite happen. I would like to see a complete 180 within our school and this requires everybody to participate in that. And I want to encourage you to reach out to those who need that need to hear it the most and begin that positive momentum of restorations of relationships and healing. Is this going to make the problems miraculously go away? No. Is it going to put them on hold for a moment? Yes. But I feel strongly as your board chair that we cannot proceed in open dialog that is for the benefit of the entire school if we cannot find a moment of healing, of restored relationships and be willing to come together in open and honest conversation without objectification and dehumanization of any that are involved. Once we get to that point that we can have open and clear dialog with an abundance of respect for all parties involved, I believe that is when we can begin to shape the future of our school. And that is going to happen not only with this board but also with insight from the PAC board and from our staff, and from our community where we can hear from everybody and be able to make decisions that are in the best interests of our entire school and put our put our school on a trajectory of what I believe can be even greater things that than we have experienced in our twelve-year history in the next 5-10 years. Because even as I make this statement I am even more full of hope than I am of any other feeling for our school. That concludes my statement.

Audience applauds. Someone called out "That was not a loud enough clap for your speech." Clapping again.

The full audio recording of Brian's statement will be made available online at a future date.

H. **Approval of board meeting minutes** from February 16, 2017

- tabled until the next regular meeting

I. **Public Comment**

There were nine people who signed up for public comments. Brian asked those commenting to keep their comments to one minute initially (he later suggested longer would be fine given the tone of the meeting) and to consider the fact kids were present and cautioned the commenters to carefully choose their words and use them in positive ways. He suggested that people wanting to could give their comments in written form by sending them to the board via the scsboard@sherwoodcharterschool.org email address. Comments could only be in objective form and not mention individual personnel in name or by their position in the school.



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Kim Young – nine years on board

Liked Brian's statement. Her kids here for 11 years, where she spent five years on PAC and several on the school board. She is here because of relationships and because of an update from Chris Gerlach suggesting the school's finances are stable. She was concerned generally with enrolment and the effect it has on the budget stating finally that if enrollment doesn't increase where will money come from for the future.

Nicole Carlson

She has a son in 1st grade and it's their 2nd year at SCS. Thanks, Brian as his comments possibly turned her opinion. She was going to remove her kids because of relationships at the school but will cool down for two weeks but otherwise will leave.

Susie McCloud

Family started SCS in 2006 in 1st grade. Her child struggles in math... *Brian stops her from speaking as open discussion of public records even your own children in a public meeting is not possible.* She continued...

Her daughter has struggles in math. An SCS teacher had helped her daughter before or after school but that there is a policy that doesn't allow that to prevent favoritism. She called the high school for mentorship to help. After looking for help for months she included the SCS board in emails. Brian responded on Jan. 21st that it not a board issue. She wrote back and Brian responded that he had reviewed the schools' policies and saw nothing that would prevent before or after school help. He did see that a teacher cannot do tutoring for pay for their own students. He said he would query the administrator too and get back to her. On 2/23/17 she sent another email but didn't received a response. She would like to see the policy if it exists that says teachers are not supposed to offer help to students after hours and wonders if the board supports that policy.

Brian responded that he was behind on my emails and apologizes for being tardy with a response. He would look into it personally and was sorry for not responded. He would follow up with the administrator and if something requires board action we will work on the situation.

Linda Henderson

She currently has current 8th grader at SCS and a sophomore in high school who graduated here since starting in 2009. She suggested she had 12 things on her list to discuss tonight and will send an email for the topics she doesn't discuss. Some are same things that have been discussed. Advocating for your child is parental instinct



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and one we all have. Avocation message is good but delivery is sometimes not so great. Some see it as 'shot over bow' and that if you don't do something in response then something bad is going to happen when. No greater role in child's life than to advocate for your child. Her 8th grader has a double disability (used to be triple) now only speech and reading. One reason they came was because of the field trips which she thinks the kids miss – they set SCS apart from other schools. Bringing back field trips back will help with recruiting new families. Another thing to say too is that she has nothing but praise for middle school team – accommodation for her son was well received. He feels like he is a relative of the school. Classroom management of the middle school team is the best she's seen and her thanks are not just timing because are grades about to come out. If her delivery wasn't great but intent was there please accept her apology. Wants to thank them for all they've done for her son and his experience at the school. Wanted to keep more critical comments off public record and will email in those points following the motto "Praise in public, criticize in private".

Sue Werle

Concern of ours too is the school and its business. We have to fight and be competitive for possible enrollments. Smarter balance testing should not be only thing. Experience is reason for people to come to this school – majority came because of this point. How did others come to this school? Positive recommendations. Powerful – that power of the word of mouth is unbelievable. Neilson said that 92% of consumers trust the opinions of family and friends over all advertising. Scary things – negative spread twice as far. Concerning that enrollment and no waiting list – she's concerned for school. 1.5% is small – not a lot but that equates to \$28K 5 students leave loose more in revenue than a teacher's salary. Job insecurity causes stress and a horrible working environment. It's a huge tragedy for our teachers. This is not an easy fix but we need to down and identify as 'business' what we can offer that no one else can. May not be all wise – couple of things. Restructured, analyzed successes, looked at other competitors. Looked and listened to their best customers who were usually the customers that were most unhappy because they point out weaknesses. We need to find things to shout about and make it that when teachers talk about working at SCS other teachers are jealous and in total admiration.

Keith Halasy

Adian, his son, attends SCS and is in 6th grade. He thanked Brian for his speech, and got emotional as he cares about SCS. He spoke to the tension at the school and understands how much serving on the board costs personally and the fact that there are many inputs to the decision process which can be overwhelming. It is hard to see the dissent after the deep history he and the school share. He asked people to understand the personal toil in managing conflicting issues as there are no easy decisions to make and making those decisions is not fun. Past board decisions have kept the 'lid on the pot' and the temperature is now rising higher. Managing the situation has become harder, and appreciates the work the board has done in that as parents feel strongly about the situation. Voting against friends' points of view is difficult. He spoke to Brian's call for a cooling off



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period as reasonable. People feel the culture here at SCS is different and the school's performance has not wavered. Families work at the school, teachers make sacrifices to come and work here. This year it is more difficult to manage the situation and 'heal' the patient without first killing them. We need to reconcile and move forward even if we don't agree as the school is still special even with those differing viewpoints. He personally believes that this school and set of teachers can teach anything and will create excellently performing students. The current situation doesn't define the culture of our school. Sue is right concerning the lower enrollment's effect on the school and the importance of people's opinions. Advocate for your child but be part of this family. Don't stop arguing, work together, and don't take down what's special about this place.

Brenda Carlson

She echoed some things already said by past public commenters tonight. What Brian said today gives me a little bit of hope. There's a broken school climate and the school is at a crossroads and sitting quietly would be negligence. She's concerned about anger all around and wanted to echo what Sue said. She has lots of kids to transit daily and it's hard for her when meeting someone new who's heard about the charter school to have a negative opinion of SCS. That's horrendous to hear. She asks everyone if you they willing the fix the problem and will fix it – give it a shot of penicillin in the butt.

Adam Carlson – passed on commenting

Autumn Bunch – Brian apologized to Ms. Bunch at the time, but her comments struck from record due to her comments violating state law about directly commenting about a public employee.

Brian reported that it was 8:15 and the board has an entire agenda ahead of us. He called for a short break and for the Teacher turnover taskforce to come forward. Steve asked about the Feb 2017 minutes approval. The minutes not completed in time and therefore will not be part of agenda for this meeting.

Brian resumed the meeting resumed at 8:26

II. Academic Excellence

A. Teacher Turn-Over Taskforce Report



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Taskforce assembled to do analysis. Brian introduced members of the committee. The final report will be in the board Dropbox and was forwarded with no comment. The taskforce observations and comments should be reviewed and all were discussed in the meeting.

Summary statement – various sources reviewed, limited data was available, not concrete in finding cause, multiple items determined as potential causations and need to look deeper. Some aligned with other communities and board. Nebulous results achieved not 2-3 things to look at. Not a clear answer.

Brian mentions to the board that no physical report will be received this evening. He asked Steve to provide a timeline for the report. Steve replied that the report will be uploaded tonight into Dropbox.

There will be a board work session for the teacher turnover taskforce – report and data from current teaching situation - one week from today. Chris said she could make that Thursday meeting. The remainder of the board raises their hands suggesting that time/day should work for them and will plan on a 6:30 start. Michelle asked about starting at 5:30? Perry suggested he wasn't sure that time would work. The working meeting will be next Thursday at 5:30 or 6:30 and be published and noticed appropriately.

Brian asked for a show of hand for task force members – those present raised their hands. He thanked them for their time and commitment to the subject and doing the work on behalf of the board. The teacher turnover taskforce is not excused until we discuss the report in the working meeting next week.

B. Principal/Administrator's Report (reversed with TTT report)

Thanks audience for coming. SCS is currently at 93% enrollment and we had many tours last month. We continue to advertise the school with flyers around town. As of tonight, all classes are full for next year!

Report attached (and also includes the safety committee report) below.

III. Facilities/Operations

A. Safety Committee Update

A part of the Administrator report attached below.

B. Facility Lease Renewal

Michelle responded that she reached out to Tim Brandt of the Sherwood Community Friends Church. Tim's currently working on many things and April is a busy time for him. Reached out to start the renewal process, including adding the integrated pest management part to the lease. Michelle is waiting to hear back him and



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should have the lease by next month's meeting. Brian replied that it is not atypical for a new contract to be signed after the intended date due. The topic was pushed to the April 2017 meeting. Michelle suggested she would re-contact Tim in the intervening time.

IV. PAC/Finance/Fundraising

A. PAC Report

Michelle Henson (PAC co-chair) spoke to the fact that this week has been a tough week for PAC.... she cares about these women and they care about you. When they get attacked I get angry. The co-chair of PAC was only thinking of this school. PAC has had things said to them that are difficult to hear. She spoke of the passion displayed around this campus and that everyone has definite opinions which she enjoys hearing. It makes it evident that you care about the school. She believes the school is great agreeing point. Please share passions in respectful way with disagreement as civil disagreement is healthy if done with mutual respect. Don't employ anonymous email or say hurtful things to teachers or parents as there is another person on the other side. Active listening is important perhaps resulting in a change to one's viewpoint even though it started with disagreement. The PAC is listening to all of you: teachers, administration, office staff, school board – appreciate what all of you do. Listen to your heart. Thanks, Brian, for your comments - our kids are precious. We were able to identify four parent groups in school by listening which is surprising but true. We as PAC board have grown with needs of the campus and we thank you. Active listening for us now. We fundraise for the general fund and feel the weight of that obligation. We provide avenues for community building and will give voting members a chance to voice your vote on funding soon. We as individual PAC board members have paid for bingo night out of personal funds because we feel you our, voting members, matter that much to us.

Kim Rocha (PAC treasurer) speaks, echoing what Michelle just said. It is important for board and voting members to reflect and remember the skills that we teach our children – mindful, actively listen, integrity and showing respect. The three other PAC board members worked very hard for teacher appreciation week and putting on bingo night. She is saddened by what these other PAC board members have experienced – it pains me to core. A different PAC going forward continuing to work on improving transparency in our processes. All PAC members should come and let your voice be heard about where money is spent. Without these three ladies I wouldn't have stayed in this position as they are so critical to PAC.

Kids First trends and analysis: In the 1st year total revenue was \$31K and 100% was given to the school. In the 2nd year \$34K was raised, and the majority was given to the school. This year we have seen a 60% decrease in donations. It is important that school board understands this decrease. As of tonight, there is a little under \$14,000 received and the PAC will distribute \$12,000 on 4/1/17 to the school. Parents should do the survey and dig into. Direct result of disharmony.

Michelle talked about caring for each person in room and that the PAC are caretakers of school so to speak and to come to bingo night – come and build community!



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Brian speaks saying that the PAC has a bigger piece of the community relations and have better relations with parts of the school community than the board does. Thanks for hard work! We cannot do our job well if you cannot do your job well. Thank you and for you continued insight.

B. Treasurers/Finance Comm. Report

Chris had a work priority and won't be here to give her finance report. The report will be tableed at this time. Might be able to discuss in a work session or the April meeting.

V. Governance

A. Unfinished Business, Calendaring, Planning & SSD Deliverables

- SSD deliverables of budget and enrollment information. Budget in March. Enrollment in April.
- May - insurance, lease agreement, contacts, evaluations

Calendar needs an update to say April 15th is budget deadline (next meeting is April 20th) and we will roll into the work session next week.

B. Board Comments & Communications

Carolyn has great news to share. New SCS brochures were added to welcome to community packets in new neighbor being built by Edy and Laurel Ridge school. They will be put into new buyer packets.

Steve – wants to parrot conversations happening in room as we are all working toward doing the best we can. Community coming together and have others. He hears of observations that arise but keep an open mind and focus on community and family.

Brian – I am proud of this board this year for the work they've been doing though communication and listening. Thank you moving from season of listening to season of deliberation. Have firm servitude that we can tackle issues and make proper decisions.

Work session next Thursday, March 23rd.

VI. Closing Items

- A. Next Regular Meeting: **Thurs. April 20th, 2017**
- B. Adjourn Meeting

Agenda Business Item: 9:05

Motion by – Carolyn McBee

Seconded by – Shari Scholz

Discussion: none

Board Vote: all ayes; **motion passed unanimously**



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Recording and submission of minutes completed by Board Secretary, Perry Francis.
(Minutes approved May 31, 2017)



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Joy Raboli

Administrator's Report

March 2017

Enrollment:

We are at approximately 93% enrollment. We continue to do tours and advertise.

Grade	Students	Number on Wait List
K	20	
1	25	2
2	24	
3	25	1
4	22	
5	20	
6	22	
7	26	2
8	26	
Total	210	4

We added two more students from 208 to 210 this month. In addition, we have a waiting list from next year's Kinder class and as of right now, all of our classes are full for next year.

Curriculum and Assessment

Our teachers are hard at work helping our students navigate performance tasks in both English Language Arts and Math. The team met and analyzed student work samples. Veteran teachers were able to assist new teachers in understanding the requirements for the performance tasks by discussing student work from 3rd grade to 8th grade.



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Shannon Peterka trained 3rd-8th grade teachers on the rule and regulations for the Smarter Balanced Assessment. Each teacher was given a calendar to plan out her testing schedule. Once again, have a tight time window to get all of the testing completed. Having Chromebooks for these grades makes a tremendous difference in our students' ability to practice test taking as well as not having to wait for an open space to test in a computer lab. In addition, having the Chromebooks gives our students an opportunity to learn typing skills and other aspects of being computer savvy. Students who go to a computer lab may have a chance to use the technology once a week for a short period of time because demand for use is on a large scale.

Here is the middle school testing schedule:

- 6th Grade: Smarter Balanced ELA, Smarter Balanced Math
- 7th Grade: Smarter Balanced ELA, Smarter Balanced Math
- 8th Grade: Smarter Balanced ELA, Smarter Balanced Math, and OAKS Science

Preparing for the Test

It is critical that students get a good night's rest, have a good breakfast and arrive to school on time each day during their testing window. We can't stress enough being on time during our testing season. Students will not be permitted in the test session once class begins. If your student is absent, there will be opportunities for them to make-up testing. Please make every effort for your child to be present on testing days and to schedule appointments around testing sessions.

Please let us know if you have any additional questions.

Sincerely,

The Leadership Academy Staff

State Testing Schedule

(PLEASE NOTE: Testing will take place during student's class time.)

April 11th and April 12th/Make-Up Day April 13th

8th Grade OAKS Science Round 1

April 17th, 18th and 20th/Make-Up Day April 27th

All Grades ELA CAT (Computer Adaptive Test)

April 24th-27th and May 1st/Make-Up Day May 4th



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All Grades ELA PT (Performance Task)

May 2nd and May 3rd/Make-Up Day May 4th

8th Grade OAKS Science Round 2

May 8th-11th

All Grades Math CAT (Computer Adaptive Test)

May 15th-18th

All Grades Math PT (Performance Task)

Week of May 22nd

Final Make-Up Testing Week

End of the Year Evaluation

We are quickly approaching the final stages of staff evaluation. Teachers are signing up for the pre and post conferences, as well as their formal lesson observation. In our conferences, teachers will present their data from their goal setting, which was submitted in the beginning of the year.

Safety

Our Healthy and Safe Schools (HASS) plan has been reviewed and were offered the following feedback to make sure our plan meets the minimum requirements set out by OAR 581-022-2223 (Rule 22).

“For the most part, I think the plan is fine, except for Section 4 – Lead in Drinking Water. My concern is that the section on Lead in Drinking Water is not adequate to be in compliance with Rule 22. What is lacking is a future testing schedule. In short, it is not sufficient to simply say that testing will be performed or that testing has been performed and the results are such and such. To constitute a plan, there must be a forward looking component and adequate detail. If you are planning to test, when? Once initial testing has been completed, how often will you retest? Will you test annually, every 5 years, 10 years, never test again? Which fixtures will you test? Will all



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*fixtures be tested, or just some? Will different kinds of fixtures be tested on different schedules? Please be clear that we are not mandating what you should test or when. In fact, to my knowledge, at this time there is no definitive information on how often testing should be performed. **What is required by the legislation is that you develop a plan and then let the public know what that plan is.**"*

Our response was that we will take another look at Section 4 and more clearly detail our future plans. The absence of definitive guidelines on how often to re-test, as there was with the radon testing, makes us unsure of what would be prudent under these circumstances. It's possible that more information from OHA will be forthcoming for the schools.

Safety Committee

- **SECOND LOCK DOWN DEBRIEF:** The second of the two, required lock-down drills was conducted on Wednesday, February 22, 2017; this satisfies our lock-down drill requirement for the year. Overall, the drill went well.
- **SAFETY DRILL UPDATE:**
 - **SPRING BUS DRILL:** Conducted on Tuesday, 02/28/2017
 - **MAKE-UP FIRE DRILL:** Still pending
- **POWER OUTAGE PLAN:** The issue of a power outage was introduced. In the event of a power outage, the downstairs classrooms would be very dark due to lack of windows; these children would be moved to the sanctuary. In the event of a prolonged outage, the question arose as to the length of time the power would need to be out before parents were notified. This discussion was tabled for now. Outages may need to be monitored by the office staff via smartphone, who can monitor PGE for anticipated outage timeframe.
- **ASPHALT** – Michelle and Amy volunteered to walk the site when weather permits to identify areas of safety concern in the asphalt. In the past, SCFC has asked the school to contribute to resurfacing since the school accounts for majority of usage and, thus, wear and tear. Safety committee will draft an email to the facilities liaison on the board with identification of worst areas and request for repair. This will need to be negotiated with the church by the SCS board, so this is beyond the scope of this committee.
- **LEAD TESTING UPDATE:** Renée Simas and I collected water samples from the new, downstairs drinking fountain (both fountain feature and bottle filler) and 3rd grade classroom for follow-up water analysis on February 24; the analysis report was received from Alexin Analytical on Friday, March 3, 2017, and emailed to safety committee members for review. The follow-up analysis showed no detectable levels of lead in the third-grade restroom. Follow-up analysis of the new drinking fountain also indicated no detectable levels of lead (ND). Lead testing is now complete. The SCS office sent this update to the parent community via Thursday's email (March 9, 2017) and inform the staff of the results of the latest analysis. The follow-up analysis demonstrates beyond a shadow of a doubt that the team was successful in reducing exposure to lead in drinking water at SCS.
- **CARLINE ISSUES:** Significant discussion arose surrounding safety issues created by drivers who are not following the rules. After discussion of problematic issues, it was determined that Renee would draft a factual email about the problems and that this reminder would go out to all parents from the office on the Monday after spring break, April 3. It will include the following problems: where to drop off children, when



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to drop off children, obstructing carline, disrespect to teachers, directional travel. It will be asked that these guidelines be shared with all drivers to/from the charter school.

NEXT STEPS:

- Keep “power outage plan” on our radar.
- Walk the site to identify areas of concern in asphalt; **consider repainting the crosswalk lines soon**
- **Prior to April meeting, safety committee members will participate in full-fledged effort to improve carline safety beginning Tuesday, April 4 and ending Thursday April 6.**
- I will look into carline “A” signs and safety vests for carline helpers.
- Amy Verkest will ask Sue Werle about carline Lego video.
- Renee Simas to draft an email reminder to parents about safely navigating carline

Joy’s Goal Updates

Culture and Community-Recognizing Academic Excellence and Achievement –Houses and 8th Grade Graduation-Completed

We held our second honor roll ceremony for the trimester on Monday, March 6th.

Goal-Governance-Published Curriculum Maps-Completed

<http://sherwoodcharterschool.org/curriculum/>

Goal-Culture and Community-Marketing-On Going

We have created a poster to put up in coffee shops and have made fliers for realtors in cities surrounding Sherwood. The administrative team will go and visit with realtors this month and next month.

The article about our middle school was published in the Gazette.

Goal-Business-Teacher Performance and Areas for Development-In Process

My weekly 1:1 meetings are going well. Occasionally, I spend an entire day with a new teacher to help with curriculum for the upcoming 6 weeks and forecast curriculum for the year. I continue to be in classrooms and do keepers and polishers.



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Goal-Business-New Teacher Academy-Fridays-Ongoing

Friday Work Plan

March 3rd	Staff meeting and MTI meeting with the school district.
March 10th	Work from Home
March 24th	Conferences
March 31st	Spring break

Goal-Academics (Subject Matter Expert SME)-Completed and Ongoing

Quarterly update of Curriculum