

SHERWOOD CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
Tuesday, July 19, 2011 at 7:00 PM

Sherwood Friends Church
23264 SW Main Street, Sherwood, OR 97140

MINUTES

Attending:

Liz Vohland - Chair
Jim Farner
Kim Young - Co-chair
Jenelle Christensen
Andy Jensen - Secretary
Frank Canepa
Corey Werle - Treasurer
Jan Smith - Director
Nora Stuckey - Staff

1. **CALL TO ORDER** - 7:00pm
2. **PLEDGE OF ALLEGIANCE** - all present were led in the Pledge of Allegiance
3. **PUBLIC COMMENT** - none
4. **APPROVAL OF MINUTES**
 - a. Motion (Kim Young): To approve June 21, 2011 Board Meeting minutes. Second (Frank Canepa) - All Aye, minutes approved.
5. **REPORTS OF THE OFFICERS/DIRECTOR/OTHER**
 - a. Administrator's report - Jan Smith
 - i. staffing progress
 1. 5th grade position filled
 2. interviewing for science/tech, counselor position (10 hrs/week)
 - ii. room renovation update
 1. getting plans tomorrow
 - b. Treasurer's report - Corey Werle
 - i. financial statements were reviewed
6. **ACTION ITEMS**
 - a. Approval of Staff Handbook update
 - i. Motion: (Kim Young) To approve the revised Staff Handbook dated July 19, 2011 with changes as discussed. Second (Jenelle Christensen). All Aye, motion carries
 - b. Approval of addendum to lease for utility payment arrangements
 - i. Motion: (Frank Canepa) To approve the addendum to the lease with Sherwood Friends Church dated July 19, 2011. Second (Jenelle Christensen). All Aye, motion carries.
7. **BOARD DISCUSSION**
 - a. Staff training per staff handbook: discussion around how to "audit" what training is done. Jan Smith suggested removing the "Ag" portion.

- b. Update on replacement of lunch room windows with safety glass - some complete, some in process.
- c. Summer board training - goal setting - discussed what training to provide, possibly from OSBA.
- d. Policy review - will schedule work session to review financial policies
- e. Calendar update - Andy will update calendar with meetings/dates from new charter (i.e. special ed, lease signed by April 1st)

8. BOARD COMMENTS/ANNOUNCEMENTS

- a. Frank Canepa has a new position as a principal for another school
- b. Jim Farner will contact Modern Building Services and get a current “buy” price for the modules we are currently leasing
- c. Received one bid for a PE equipment storage container for \$2800 (we are currently leasing one)

9. ADJOURNMENT

- a. **Motion** (Jim Farner) To adjourn the meeting. Second (Frank Canepa). All Aye, meeting adjourned at 8:22pm