

SHERWOOD CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
Tuesday, April 17, 2012 at 7:00 PM

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

Minutes

Present:

Kim Young
Jenelle Christensen
Corey Werle
Frank Canepa
Jim Farner
Andy Jensen
Jan Smith

Staff: Nora Stuckey

1. CALL TO ORDER - 7:05pm
2. PLEDGE OF ALLEGIANCE – those present were led in the pledge.
3. PUBLIC COMMENT - none
4. TEACHER/STUDENT PRESENTATION – Elizabeth Worlein (1st grade) shared work that her students are doing in poetry, working with visiting Poet Carlos Reyes.
5. QUESTION/ANSWER FOR PROSPECTIVE BOARD MEMBERS – Kim Young shared duties of board members, answered questions from
 - a. Anne Shoepe
 - b. Keith Halasy
 - c. Renee Simas
6. APPROVAL OF MINUTES – M: Jenelle Christensen, 2nd – Frank Canepa – All aye.
 - a. March 20, 2012 Board Meeting - approved
 - b. March 20, 2012 Work Session - approved
7. REPORTS OF THE OFFICERS/DIRECTOR/OTHER
 - a. Administrator's report-Jan Smith
 - i. See attached report
 - ii. Presented OAKS testing data
 - b. Treasurer's report-Corey Werle
 - i. Corey reviewed financial statements
8. UNFINISHED BUSINESS
 - a. Budget Committee Update- Corey Werle arranged a budget committee meeting for next week
 - b. Lease with Church- Jim Farner scheduled time with Jan Smith

- c. PM Kindergarten discussion – Jan sent letters to new incoming kindergarten parents to assess interest. Six were firmly committed with paid deposits
 - i. M:Reinstate PM kindergarten (Corey Werle). 2nd Jenelle Christensen
 - ii. All aye, motion carries
- d. YFS info
 - i. Discussed legal opinion on use of My Fair Share funds, Kim Young reviewed information she received from SSD and other schools and how they charge and use fees. Kim Young or Liz Vohland will follow up with Wane Lowry as to their policy and how they charge and use those funds. Questions as to whether we can say YFS is “required”.
- e. Calendar Update – April 1st required enrollment proof of 60, May 1st – proof of insurance and safety/occupancy permits.

9. BOARD COMMENTS/ANNOUNCEMENTS - none

10. ADJOURNMENT M: adjournment Frank Canepa, 2nd Jim Farner – All aye. Meeting adjourned at 8:58pm

ANNUAL MEETING: *** Tuesday, May 15, 2012*** at Sherwood Charter School
Address: 23264 SW Main Street, Sherwood, OR 97140

Jan Smith – Principal board report presented at 17 April board meeting – provided as follows in electronic form:

School Board Report
Month of : April, 2012

Enrollment:

Grade	Students	Number on Wait List/Other
K	21	
1	22	9
2	22	1
3	22	3
4	22	10
5	21	
6	26	
7	23	1
8	16	
Total	195	

District:

- Met with Laura Batchelor about the impact of HB 3681 and our special education students. We are not able to utilize the protocol that we had established last year with the district. We will still review the IEP, meet with the district to see how the IEP goals will be met, and then meet with parents. We do NOT have the option of telling the parents that we cannot meet their student's needs – as stated on the IEP>
- Met with Rebecca Humphries over Spring Break to discuss the follow up with HB 3681 notification. Over Spring Break, she made additional calls to 4 students whose paperwork had not been received. Rebecca is also compiling a CCSS notebook for Grades k-5 and Middle School for us.
- Met with Ron Young, SSD TAG person, to discuss the results of the WIAT III test. Students scoring from 97% and better qualify after this testing.
- District tech person continuing to provide support to Mr. Stewart with any questions.
- Will arrange a future meeting with Ron Young to discuss Common Core with him. I was told that he did a staff training on CCSS on 4/2. Requesting that he do a presentation for us in August or provide the PowerPoint presentation for me.

Building:

- Teachers tracking progress of all students and tracking efficacy of intervention and supplemental materials.
- Ordered book study teacher books to cover CCSS in Literacy. Throughout the 2012 – 2013 staff meeting schedule/professional development calendar, teachers will read and discuss the implications of the literacy standards on their current practice.
- Elaine Larsen spent 40% on teacher consultation, 30% on parent meetings, 20% on student observations, and 10% on paperwork. Majority of interactions are face

- to face. Elaine has done full scale evaluations for students and facilitated meetings with teacher and parent regarding parent concerns. Elaine is also attending SSD Monthly 504 meetings and meets weekly with Jan and Eileen, our special education teacher. Elaine also attends MS meetings as needed.
- OAKS Testing: State adjusted scores upwards for meeting/exceeding designation. Teachers are doing second rounds. We continue to students who need extra time once their group is completed and the netbooks are invaluable in allowing them to finish without tying up the lab.
 - Reviewing curriculum for Spanish (MS) and will be switching from Rosetta Stone to newer program since it has additional components – besides online instruction.
 - Math review: All teachers are gathering information about math programs. Each teacher agreed to contact publishers/schools to find out about programs that were on the state adopted list. We reviewed the sample texts, shared information learned through observations of schools using math programs, and contacted publishers with follow up questions. We are in the process of scheduling publisher presentations to staff about math programs. (Parent input opportunities)
 - Kindergarten PM Program letter sent out during Spring Break. Cindy followed up on 4/10/12 with phone calls to all parents who indicated any interest to let them know of our deadline for PM Kindergarten registration.

Teacher Supervision/Evaluation:

- Met with all teachers to share assessment tool. Each teacher will do a self-assessment which will be a part of the assessment/goal setting process. Meetings are scheduled for week of April 23rd.
- All Staff updating websites on a regular basis

Community:

- Almost finished with school information brochure – need to hold as draft until vision and mission are finalized. I have an information packet that will include state report card, brochure, and other information about our school and be placed in a folder – ready to be sent out when parents request information on our school.
- Signed off on MAC Contract to perform 3 audits a year. (Verbal agreement in August, 2011). This work by staff should provide a donation of between \$6,000 - \$8,000 a year. First check for \$4000 should arrive by the middle of May. Staff indicated their desire for Word to be put on their school computer and for the purchase of additional netbooks so that we would have a total of 25 netbooks. Netbooks were purchased from Staples. While at Staples, I established a partnership with Jason Berg, Tigard store manager. He will be donating supplies to our school and started with a gift of about 75 pens☺
- Jan gave tours to parents on 4/12 and April 17th at 9:00 am.