

SHERWOOD CHARTER SCHOOL

BOARD OF DIRECTORS MEETING – DRAFT MEETING MINUTES

Date: Thursday, January 17, 2013 at 7:00 PM

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

Attending:

Janelle Christensen—Chair

Reneé Simas—Vice-Chair

Jim Farner—Asst. Treasurer

Andy Jensen

Corey Werle—Treasurer

Keith Halasy—Secretary

Joy Raboli

Frank Canepa

1. Call to order: 7:02PM

- Roll call
- Pledge of Allegiance
- Reading of Sherwood Charter School Mission

2. Public Comment

- Kim Young discussed School Board appreciation week and thank you gifts from SCS student/parents
- Additional comments thanking Board members

3. Approval of Minutes

- Dec 20, 2012 Board Meeting minutes

<ul style="list-style-type: none">▪ Motion from Jenelle: approve minutes with wording changes to tech committee report and budget committee report sections

- Second: Renee Simas

- Board vote: All ayes; minutes approved

4. Reports to the Officers/Administrator

- Reviewed Treasurer's Report—December 2012
 - Reviewed annual budget and YTD progress report: 52.7%
 - Reviewed Balance Sheet
 - Reviewed Income Statement
 - Reviewed Aging Statement
 - Review credit card detail, nothing out of ordinary
 - Review checks written
 - Reviewed current balance of program enrichment fees with 2 year comparison
- Joy reviewed the December 2012 Administrator's Report

- Review of student count; currently at 203
- Review of policies of school uniforms, progress of the uniform committee
- Reviewed teacher evaluation tool selected – Marzano’s, considered gold standard
- Reviewed progress on school security measures

5. Committee Reports

- Budget Committee
 - Has not met since prior meeting
- Facility Committee
 - Has provided requests to church elders regarding leases adjustments
 - Has provided requests to church elders regarding adjustments to the youth room
 - Tim Brandt has indicating a response by next month
- Technology Committee
 - Has not met since prior meeting
 - Will set meeting with Joy and technology teacher to review current situation and establish list of priorities for investment

6. Action Items

- Follow-up on December’s discussion of changing status of SCS counselor, Melinda Laus, from a contract position to a salaried position with benefits; would come on as ~.6 FTE; budget impact is an increase of \$6,605.

- Motion by Corey to change status of Melinda Laus from contractor to salaried position with benefits

- Seconded by Jenelle
- Board vote: all ayes, motion passes

- Salary Study
 - Review of class size study using data from 2011-2012 Oregon school report cards, looking at average class size in other schools in Sherwood District, as well as MITCH and Cascade Charter
 - Discussion of pros/cons
 - Data from studies about class size show no performance sacrifice up to 25 students
 - Budget impact of increase up to 23 student per class average yields ~\$90k budget increase
 - Key drivers
 - Gap in teacher salary level
 - Increase in PERS costs
 - Reductions in state budget
 - Process
 - Gather data
 - Set meetings with parents (PAC meeting is Feb 7)
 - Use February board meeting as venue for parent comment
 - Use March board meeting as goal to have proposal for vote

- Motion to add agenda item to review change to lottery policy

- Seconded by Jenelle
- Board vote: all ayes, motion passes, agenda item passes

- Motion by Andy to amend lottery policy and seek necessary approval from the state to grant children of SCS staff sibling status

- Seconded by Jenelle
- Board vote: all ayes, motion passes

7. Unfinished Business

- Update on investigation into formal complaint
 - Investigation is in process and coming to close
- Salary Study
 - Kim Young requests gathering a team to complete a more rigorous salary study; move to the budget committee

8. Board Comments

- Next board meeting—February 21, 2013
- Open Board positions
 - Terms expiring for Andy Jensen, Corey Werle and Frank Canepa
 - Keith to lead creation of a package describing board member roles, expectation, desired skill sets; package with school materials
 - Advertise positions among SCS parents
 - Contact chamber of commerce, Rotary and other local business organization to advertise positions among non-SCS parents

9. ADJOURNMENT

- Motion from Janelle Christensen: adjourn board meeting at 7:55p
- Second: Andy Jensen
- Board vote: all ayes, meeting adjourned at 7:55pm