



23264 SW Main Street, Sherwood, OR 97140

Work Session of the Board of Directors: Thursday, April 28, 2015 – 6:30 pm
MEETING MINUTES*

I. Opening Items

The Sherwood Charter School Board of Directors met for a work session on Thursday, April 28, 2016, in the humanities room of the Sherwood Charter School, located at 23264 SW Main Street, Sherwood, OR 97140.

The meeting was **called to order at 6:04 pm** by Chair, Keith Halasy.

Members Present: Keith Halasy, Jill Rosenberg, Kim Young, Chris Gerlach, Stephen Schweitzer, Brian Craker.

Members Absent: None **Public Present:** Brenda Carlson

Agenda Changes:

MOTION: Motion made by Brian Craker to add the following agenda items:

- II.D. Board Organization
- II.E. Board Communications
- II.F. 3rd Party Communications
- II.G. Dates for Administrator Review

Seconded by: Steve Schweitzer. **Board Vote:** all ayes; **motion passed.**

II. Board Discussion

A. Lease Renewal

An updated lease was presented from SCFC, pushing our lease out 3 years, and documenting the monthly payments and increases over those three years. Language on Zero Point policy was removed as is no longer necessary.

MOTION BY Brian Craker to accept the lease as presented, authorize Keith Halasy and Joy Raboli to sign.

Seconded by: Steve Schweitzer. **Board Vote:** all ayes; **motion passed.**

B. Curriculum Deployment Review Committee

Chris Gerlach presented the Post Curriculum Implementation Review covering the background, purpose, scope, term and objectives for this committee. The Board agreed with the principles and objectives, set a term end date of July 1, and appointed Steve Schweitzer & Jill Rosenberg, as well as a current SCS parent and SCS teacher to fill out the committee.

MOTION BY Brian Craker to approve the principles and objectives for the Curriculum Deployment Review Committee, and appoint Steve Schweitzer and Jill Rosenberg as Board representatives to the committee.

Seconded by: Chris Gerlach. **Board Vote:** all ayes; **motion passed.**

Board Job Descriptions & Board Organization

The Board reviewed current needs and actions during a typical year, and determined the following roles as part of the future board organization: Chair, Vice-Chair, Treasurer, Secretary, Fund Raising , HR & Policy, Facilities. Job responsibilities of each role were also created.

MOTION BY Brian Craker to approve the following director roles for Board organization beginning with the 2016-17 Board of Directors.

Seconded by: Chris Gerlach. **Board Vote:** all ayes; **motion passed.**

3rd Party Communications

The Board discussed some recent posts on social media pages with concerns about the school curriculum. Discussion revolved on appropriateness of such posts, although it was noted that the Board has no such authority or control over personal speech in these private groups. The Board also discussed two letters that had come in signed by multiple parents, and how the Board would like to respond. General guidelines of response were given to Board Chair Keith Halasy and he would respond by letter within two days. Lastly, the Board discussed the need for timely responses when letters come in, and Keith pledged to be in direct contact with those submitting letters as soon as he could so they know that the Board is listening.

Dates for Administrator Review

The following dates were set for the administrator's review:

- May 11 at 6:30pm to begin Administrator's Review.
- May 17 at 6:30pm to finish Administrator's Review.
- May 19 at 6:00pm to discuss review with Administrator.

MOTION BY Brian Craker to set the May 11, May 17 & May 19 for Administrator's Review.

Seconded by: Steve Schweitzer. **Board Vote:** all ayes; **motion passed.**

III. Closing Items

The next regular board meeting has been scheduled for Thurs., May 19th, 2016 at 7:00pm, in alignment with our regular meeting schedule. The meeting was called to adjournment at 8:45 pm by Chair, 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.