



**Meeting minutes, SCS Board of Directors
May 31, 2017
FINAL MINUTES**

I. Opening Items

The Sherwood Charter School Board of Directors met in the SCS Art room for an executive meeting on Wednesday, May 31, 2017.

The **May 31, 2017** executive meeting was called to order at **5:31 PM** by Chair, Brian Craker.

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

Members absent: none

Guest: Matthew Lowe, Jordan Ramis, PC, SCS school attorney

At the beginning of the meeting chair Craker checked to see if any public were present and none were.

II. Executive Session

The Sherwood Charter School Board of Directors will meet in Executive (Non-Public) Session pursuant to ORS § 192.660(2)(f) to consider records that are exempt from public inspection.

Executive meeting minutes

1. The meeting was called to Order at **5:31 PM** by Chair, Brian Craker

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

Guest: Matthew Lowe, Jordan Ramis, PC, SCS School attorney

Members absent: none

2. *The Sherwood Charter School Board of Directors will meet in Executive (Non-Public) Session pursuant to ORS § 192.660(2)(f) to consider records that are exempt from public inspection.*
3. At **6:26 PM** the board chair closed the executive meeting of the board of directors.

III. Closing Items

The meeting adjourned at **6:26 PM**

The chair called a break to reconvene at the Sherwood Community Friends Church fellowship hall for the regular meeting scheduled for 6:30 PM.



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

Regular Meeting of the Board of Directors

May 31, 2017

I. Opening Items

The Sherwood Charter School Board of Directors met in the Sherwood Community Friends Church fellowship hall for a regular meeting on Wednesday, May 31, 2017.

Audio of the meeting was recorded by chair Craker and can be found at the URL <http://sherwoodcharterschool.org/scs-board-of-directors>

The May 31, 2017 meeting was called to order at **6:43 PM** by Chair Brian Craker.

Chair Craker: Special guest Matt Lowe is visiting with us tonight and Brian would like him join with the board for the evening with a “voice but no vote.”

Agenda Business Item: Adding Matt Lowe to the board for this meeting, with voice but no vote

Motion by – Carolyn McBee

Seconded by – Steve Schweitzer

Discussion: none

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

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

Members absent: none

SCS Staff present: Angela Havlinek (office manager), Cheryl McLeod (admin), Katie Boedigheimer (middle school math), Anna De Salvo (3rd), Nicole Mickanen (kindergarten), Natalie Pepper (5th), Sarah Richard (middle school humanities), Nora Stuckey (PE), Jan Zobrist (2nd)

Public present: Kacie Armitage, Katie Bowdoin, Shannon Moorman Burns, Eveline Chapman, Jen Crosby, Jim Farmer, Michelle Henson, Keith Halasy, Troy Lapham, Valarie Lapham, Carol McKinney, Elizabeth Pietzke, Kim Rocha, Renée Simas, Rebecca Septon, Kryste Strum, Katie Trihub, Kerry VanDerKamp, Lori VanDerKamp, Amy Verkest, Scott Verkest, Aaron Wiebe, Adrienne Weibe

- A. The Pledge of Allegiance was recited by all present
- B. Perry Francis read Sherwood Charter School’s Mission & Vision Statements
- C. Class Presentation – Ms. De Salvo’s third grade class

Four 3rd graders discussed their STEM project of building a native American Indian village. This group along with another were the only ones to finish the full project which culminated in the completed village. The four Rachael, Payton, Kaitlyn, and Veronica discussed aspects of completing their project.



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

They learned such things as – don't use too much glue, work together, and that working as a team helps. Thanks to the 3rd grade class representatives and Ms. De Salvo for their presentation!

D. Meeting expectations and H.E.A.R.T. skills

- Brian 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.
- Brian also read a statement of meeting expectations – public participant disruptions not tolerated and anyone doing so will be asked to leave the meeting
- Turn off cellphones and do not use other devices during the meeting

E. Agenda Additions

Agenda Business Item: Motion to remove public comment for this meeting on May 31, 2017

Motion by – Carolyn McBee

Seconded by – Steve Schweitzer

Discussion: follows...

- Carolyn - spoke and explained she was not against free speech but was interested in and desired to get through the meeting agenda without interruption. Also, she would like to keep things in that heart-happy place and avoid compounding the suffering the school experienced in past meetings.
- Brian – receiving information that people are feeling levels of harassment and are having significant physical effects. Some are having thoughts of suicide because of the way they feel they are being treated – that is a tragedy. It is our responsibility as a board to keep best interests of school in mind and our desire to work together

Board Vote: all ayes; motion passed unanimously

Public comment removed from agenda for 31may17 board meeting

Brian - We still want to hear what you want to say – submit comments in writing to the board email scsboard@sherwoodcharterschool.org We as an organization need to promote healing now.



**Meeting minutes, SCS Board of Directors
May 31, 2017
FINAL MINUTES**

F. Approval of previous minutes

Agenda Business Item: Accept all minutes (list)

- 2016.03.23 Minutes Work & Exec Session SCS BOD
- 2017.03.16 Meeting Minutes SCS BOD
- 2017.04.20 Minutes Regular & Exec Sessions SCS BOD
- 2017.04.27 Minutes Work Session SCS BOD
- 2017.05.02 Minutes Work & Exec Sessions SCS BOD
- 2017.05.17 Minutes Work & Exec Sessions SCS BOD

Motion by – Chris Gerlach

Seconded by – Carolyn McBee

Discussion: none

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

~~G. Public Comment (struck from agenda for May 31, 2017 meeting) – see I. E. for related discussion~~

II. Academic Excellence

A. Principal/Administrator's Report

Attached as an addendum to the minutes.

B. Teacher Turn-Over Next Steps

- Perry wrote a response letter as suggested as part of the April meeting to discuss the topic of parent over involvement with the school community. The letter was not available in the meeting Dropbox (Perry had passed it off to Brian and Steve for initial comments) for the May meeting. The letter was added to the June meetings Dropbox location for discussion for the June meeting.
- Carolyn raised the topic of creating an administrative curriculum committee that would include Ms. Raboli, board members, and the teachers as the teachers are invested in ensuring the selected curriculum is implemented and their voices were absent in the last round of curriculum changes in the summer of 2015 when Riggs was reemphasized without comment along with the change to Singapore Math.



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

Agenda Business Item: Move the SCS board create an administrative curriculum committee for primary grades

Motion by – Carolyn McBee

Seconded by – Shari Scholz

Discussion: follows...

Carolyn – School survey showed frustration with Riggs, no matter where you fall on the Riggs scale. We need to discuss and address diversity. The teachers need a voice in the curriculum (teachers present acknowledge). Committee should look at all aspects. Many curriculum programs have a phonetics part that some people find so valuable. The plan is to compare curriculums and look and set a goal to adapt to them over this summer. Having a committee that looks at it honestly and fully, including teachers is valuable for the school going forward. People are heartsick and need to have a committee that looks at the reading curriculum as whole. Wants teachers included too. Hope for healing as a result.

Steve – This includes teachers, board members and administrator but what about an outside source – a curriculum expert? Carolyn replies that the administrator is an expert along with Carolyn herself having significant experience along with the SRS teachers – so we have in-house experts.

Brian – One clarification. Will this look at all aspects (other curriculums) or just Riggs? Carolyn responded that other curriculums will be included as well. We will look at what we have and find a happy place to make all happy.

Brian – Just to be sure is this committee just for Riggs or other curriculums too? Anything that to do with reading? Is K-8 or only elementary grades as reading/language arts are all connected to literacy? Carolyn responded that it will encompass anything to do with literacy (spelling, reading, writing language arts

Steve – What about middle school literacy curriculum?

Joy – we need to be flexible and if some program goes to higher than

Brian – board will need to have flexibility in the motion that it approves to allow for the expansion of any curriculum choices the committee approves to be approved for K-8 and middle school should that option be the best.

Agenda Business Item: Amend original motion (creation of administrative curriculum committee) changing primary grades to all grades



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

Motion by – Carolyn McBee

Seconded by – Michelle Chidlaw

Discussion: none

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

Steve – Is two months sufficient to accomplish all of this? Carolyn replied that yes, she has seen more done in past instances in the same amount of time.

Brian – Can we do this before June 15th meeting? No. Brian wants be sure that teachers are good to work after school is out (teachers volunteer to help over the summer as needed, exuberantly!)

- Perry also offers to serve on the administrative committee as well with Carolyn

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

Agenda Business Item: Voting on original motion as amended in prior motion.

Motion by – Carolyn McBee

Seconded by – Michelle Chidlaw

Discussion: none

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

Ms. Raboli will setup the initial meeting and get the process moving forward.

III. PAC/Finance/Fundraising

A. PAC Report

Michelle (report moved to before Ms. Raboli's report): Only a few people were present at last meeting and the year was difficult. Michelle continued to talk about the difficult past year the PAC experienced.

She shared that the PAC email was breeched and the drive was breeched as well. They moved bank funds and secured, even moving the bank account. They also switched email and things were broken (process-wise) in the process. She pleaded for patience. No personal information lost and the bank information is secure. They moved swiftly and no money was lost. She then spoke about wanting to end the year on a happy note which is that there are monies available to purchase four smart board as opposed to three and with free shipping.

Brian thanked Michelle for the work done under significant duress and also wishes for healing to commence. He asked a clarification question. Where was the PAC email hosted? Both Michelle and Amy said it was with the school.



**Meeting minutes, SCS Board of Directors
May 31, 2017
FINAL MINUTES**

Brian calls for a meeting recess – needs to talk with Matt Lowe and Steve Schweitzer – at 7:07 PM.

Resume meeting at 7:16 PM

- Vice Chair, Steve Schweitzer's statement:
In light of information presented about the SCS PAC breach and also speculation in community about an unaffiliated Sherwood Charter School Facebook page that is posting a lot of slanderous information there is concern of a larger problem. In light of this information I would like to make a motion to start an investigation about breach (emails and data) that occurred.

Agenda Business Item: Start an investigation into breach and the potential that email and data were compromised potentially leading to material being released inappropriately.

Motion by – Steve Schweitzer

Seconded by – Carolyn McBee

Discussion: follows...

Brian – PACs email and documents were hosted in the school domain and that comes under our jurisdiction. If PAC compromised perhaps the entire school network could be compromised. Investigate immediately and begin tomorrow, taking immediate action.

Perry was concerned with time between finding out and telling SCS is a concern. How long have we known and how long sitting and waiting?

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

Brian mentions that this is Michelle and Amy's last meeting as PAC co-chairs - passes around thanks for working with the school, families and the school for these past two years.

B. Treasurers/Finance Comm. Report

Chris requests that Finance committee minutes be approved by the committee similar to board meeting minutes and the recent teacher turnover taskforce.

The result of the discussion was that the approval is appropriate but only for the finance committee, the only standing board committee.



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

The school's lawyer suggests that as opposed to making a motion at the board level the attorney suggests that we simply document at the finance committee level where the meeting minutes are adopted. Going forward, the treasurer will ensure to document in the finance committee rules.

May Financial report

APRIL 2017 FINANCIAL ANALYSIS

SCHEDULE OF REVENUES, EXPENDITURES, AND FUND BALANCE

Total April revenue = \$101,908 ; YTD \$1,125,931

Total Instruction expense = \$65,994 ; YTD = \$604,764

Total Support Service expense = \$25,103 ; YTD = \$245,088

Total facility and Maintenance expense = \$11,906 ; YTD = \$127,504

Total student body expense = \$170; YTD = \$170

Net unfavorable change in fund balance of \$1,266 ; YTD favorable change of \$148,405

Total revenues for the month decreased by \$24K or 19 % compared to the same month in the prior year due to lower state funding received. PEF contribution for the month increased by \$1,049 compared to the same month in the prior year

Total overall expenditures decreased by \$4,600 or 4% compared to the same month in the prior year, broken down by these categories

- Instruction expense decreased by \$5,500 or 8% primarily due to lower extracurricular related expenses such as field trips
- Support Services increased by ~\$1,417 \$ or 6% compared to the same month in the prior year primarily due to audit fee
- Facility expense decreased by \$651 or 5% compared to the same month in the prior year.

Ending Fund balance was \$ 299,437

STATEMENT OF NET POSITION

Cash balance was \$ 334,356

Capital assets, net is \$306,073 - no change from last month

Total Assets before pension related liabilities and deferrals are \$630,718

Pension related deferrals = \$207,267

Total Assets after pension related liabilities and deferrals are \$ 847,696

A/P is \$1,801- all current , no > 30 day outstanding invoices

No credit card liabilities at month-end

Payroll liability is \$33,118

Deferred revenue - \$104,575 no change

Total liability before pension related liabilities and deferrals is \$139,494

Net pension liability = \$ 456,010

Pension related deferrals as a liability = \$95,590



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

Total liabilities after pension related liabilities and deferrals \$ 691,094
leaving a Net position as of April 2017 of \$ 156,602

IV. Facilities/Operations

A. Facility Plan Update

- Brian and Ms. Raboli met with district to discuss letter the board sent about SCS use of Hopkins when SSD closes that school around 2020. District is working through many details related to bond measure. Request for Hopkins to become permanent facility. SCS is here to stay and we would like to have a permanent home. It will be some time until SSD can consider but they appreciate our interest. Given where this request falls in the alignment of working toward bond fund completion it will be two years until they consider such requests
- Ms. Raboli was impressed it was not a firm no but they were in fact interested. Not sure of usage in terms of that building. She felt good. District handles details of what happens with schools.
- Michelle mentions that the swing replacement process at Sherwood Community Friends Church is in progress but will take more time as the replacement is more difficult than expected.
- Michelle asks if it is okay to paint crosswalks. Are we aware of schedule for parking lot repair? Should the painting wait until that is completed? The church plans to address repaving and the general consensus is to wait until we know the churches schedule before deciding on painting.

B. Request from Young Rembrandts

Chris suggests SCS has an opportunity we were contacted about from an external organization, Young Rembrandts. They host after school art drawing programs which have happened at Hopkins and Archer Glen in the past. The program cannot find space currently and so does not to continue. She suggested that they consider contacting SCS about using part of our facility. The organization is interested in renting space for 3-4 days with a potential of 5K of possible income. This will help us build branding for SCS in the community. The arose about SCS facility issue – can an outside org use our school for this generally? The response was that there is nothing in lease disallows subletting. With this opportunity SCS could have additional 5K of revenue for a potential of 10K depending upon community interest in their enrollments.



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

Brian (reviewing lease) says that we just have to notify SCFC. Access would be restricted to portables and no access main buildings allowed.

Ms. Raboli suggests that using the art room would make sense.

Currently they meet in an open library at Archer Glen. They use no glue or glitter and the cleanup is simple. Electricity bill is our only cost center identified and usage in summer is typically low.

Ms. Raboli thinks it is a good idea and SCS parents can benefit from program too. She suggests documenting the room layout before they arrive so they return it to an as accessed state upon departure.

Chris will find an example contract online as she is personally a landlord and therefore familiar with legal considerations

Agenda Business Item: Move to extend lease option to Young Rembrandts and allow Chris Gerlach to negotiate sublet terms.

Motion by – Steve Schweitzer

Seconded by – Carolyn McBee

Discussion: follows...

- Michelle Chidlaw suggests making sure SCS has sufficient liability insurance.
- Matt Lowe suggests getting Young Rembrandts certificate of insurance.
- Perry asks who plans to talk to the church about this arrangement, the addition of a subletting SCS space to YR? Michelle said she would talk to SCFC.

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

V. Governance

A. Unfinished Business, Calendaring, Planning & SSD Deliverables

Steve reports there are two calendar items for this month of May:

- board performance annual review
- Safety Plan review – done and submitted (early in academic year given work on the Healthy and Safe School Plan)

Brian – were supposed to do this board annual review document spring but we were busy.

Perry – what is the mechanism for the board annual review? Brian suggested that Chris was working on a document but hasn't had time to complete.



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

Perry - Can we do the document creation over the summer? Yes, that's certainly possible.

B. Annual Meeting By-Laws Review

Brian asks if all the board has reviewed the bylaws as is required as part of the annual board fiscal duty. The board answers all in the affirmative.

- Perry and Chris suggest one bylaws change – a clarification to board member term limits [4.4.2 (b)]
 - Chris kindly makes the following points about the suggested change
 - Board turnover is healthy and limits the possibility of potential influence of individual who serve longer terms
 - This is perhaps not as much of an issue at larger districts but as SCS is much smaller the likelihood is potentially higher
 - As the bylaws are written it is also not clear what the intent is of this section and this amendment would fully clarify in our opinion

The general concern is that a member could serve for two terms in succession (four years), take a gap year or simply time off and then return for another term or more. That does not support the points raised above.

The current language in section 4.4.2 (b)

(b) The Board may determine that a Director's term will expire on the scheduled date of the Board annual meeting or on any other date that is best in the Board's judgment. Even though a Director's term has expired, the Director will continue to serve until a successor is elected and qualified or until a decrease in the number of Director Positions pursuant to a Board decision under Section 4.3.2 takes effect, thereby eliminating that Director's position on or after the expiration of the Director's term.

- The school lawyer, Matt Lowe suggests after some general board discussion that we strike last sentence and add **Director may not serve more than two terms in their lifetime.**

(b) The Board may determine that a Director's term will expire on the scheduled date of the Board annual meeting or on any other date that is best in the Board's judgment. Even though a Director's term has expired, the Director will continue to serve until a successor is elected and qualified or until a decrease in the number



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

of Director Positions pursuant to a Board decision under Section 4.3.2 takes effect, thereby eliminating that Director's position on or after the expiration of the Director's term. ~~Directors may be elected for two successive terms.~~ Directors may not serve more than two terms in their lifetime.

Agenda Business Item Director may not serve more than two terms

Motion by – Carolyn McBee

Seconded by – Michelle Chidlaw

Discussion: follows...

Brian – this is a vote to add the change to the agenda at next months' meeting (June) when the board will vote change the text in the bylaws, making it official. The motion passed tonight does not make it officially part of the bylaws.

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

Steve – under the previous section 4.4.1 (elections) states that during this meeting we are supposed to elect new directors but there is nothing that says we need to solicit for directors. He wonders about adding a 30-day notice for openings to the bylaws?

Brian – elections are supposed to happen in May but that he forgot to call for vacancies then as it is typically done in April. If any vacancies are available, people will understand that to show their interest they should submit an application. Since that window was missed, we had to move the election timing later and thus we are submitting any vacancies at this meeting (in May) and will fill openings at the June meeting.

Steve will add a reminder to add to calendar to ensure timings work better in subsequent years.

C. Discussion of Board Position Renewals &/or Openings

Brian explains how we stagger board terms so that renewals do not come up all at once. If members choose not to renew for second term then potential openings would exist.

- Michelle – will not continue in another term as she has personal reasons not to continue. She thanked the board for the time she served with for working with them though the year.
- Chris – intends to renew and to also work on finding an assistant treasurer to help with the transition when she decides to step off the board



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

- Shari – does not intend to continue for another term

(Perry, Brian, Steve and Carolyn are in mid-term [served first year of a two-year term] and are simply continuing their terms)

Brian reports there are then two open board positions and will send a notification to school saying the same.

Ms. Raboli asks if we would consider non-SCS parents for vacancies? Yes, certainly focusing on people with backgrounds in education, legal and finance.

D. Administrator's Contract for 2017-18

The board spent a good amount of time (six weeks) and did significant due diligence (reports, surveys, looking at things holistically though the five years of Ms. Raboli's tenure). Through that it became clear to the board that our collective feelings about the administrator's work matched. We recognized she received all passing marks in the areas of oversight. We recognize this was an extraordinary year and situations required extra thought, care and consideration. The administrator has always kept the best in mind for the students, for the school and for the staff. This year was a situation where considerable patience was necessary for the many and varied things happening in and around the school. We looked at what were tangible results – test results, significant teacher satisfaction – and though no person is perfect and there were areas for improvement the administrator did well. Therefore, we the board saw no reason not to award Ms. Raboli the contract renewal for the 2017-18 school year.

Agenda Business Item: Renew Ms. Raboli's contract for 2017-18 with no increase in pay.

Motion by – Chris Gerlach

Seconded by – Carolyn McBee

Discussion: follows...

- Carolyn commends Ms. Raboli has done a fantastic job and we all wanted to offer her a contract.
- Brian wants to commend the board on the work we did and on the level of work the board completed with all the exterior distractions. That took an exceptional amount of time. Thanks the board for that work and it is a very honest reflection of where we are as we have only one employee to oversee.

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

Applause and cheers from the teachers



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

E. Board Comments & Communications

Carolyn: For those who don't know me, I have lived in Sherwood for 20 years, taught in Lake Oswego for 32 years, and retired 7 years ago. It has been very interesting being involved with a different aspect of school governance – the School Board. It has also been eye opening.. (example: I thought I was signing on for 1x/month meetings!) I want to say that the majority of SCS parents are delightful, supportive, and happy with the school

I sincerely appreciate those of you who launched this school and poured your blood, sweat, and tears into the governing and running of it, and as 'veteran parents' you feel strong ownership. Of course, you do. But now it is time to think ahead, to the future, about what is best for the *children*, all the children, as we grow as a school.

We are volunteers. We have donated many hours of our time to do what we believe to be in the best interests of the ENTIRE school community and for its future.

I have been very impressed with the integrity of my colleagues on this board and their collective insights, patience, abilities, wisdom, and dedicated work ethic. Those on the board who have felt 'stung' by their friends have continued to serve you. Brian has been an outstanding board chair. He has served with integrity and humility, and always taken the high road. If you heard his Webinar, you know this. If you have not yet had time to listen to it, please do. He speaks wisdom. I completely concur with his statements.

SCS has an opportunity right now for positive changes and possibilities. We have a fabulous, dedicated teaching staff. They are supported and -in turn- support their administrator, one who is highly gifted and talented when it comes to curriculum, organization, and policy. We have students succeeding and learning. This is because we have GREAT teachers and staff, and teachers *matter*. Effective teachers matter *much more* than curriculum materials or particular programs. Good teachers produce results *regardless* of curriculum selected. *Exemplary* teachers often teach against the "organizational grain" because they know what works best. SCS teachers have spent their personal time and money finding materials they need to teach effectively. Our teachers are professionals. The parent surveys told us you like and appreciate them. When teachers have questions or need help, they go to their administrator who assists them. All of them should be trusted, respected, and given freedom to do their job. The vast majority of parents understand and support this concept.

I can tell you, too, from what I see, everyone is doing the very best they can. My priority and that of the board has been to serve this school and the children in it. What has been happening this year has dismayed me. What happened to our HEART skills? Let's work together. Let's find the common ground and come together to do what is best for the children.

I believe there can be a bright future and new possibilities for Sherwood Charter School. Kindness can be scattered between us, instead of discord and alienation. Let's demonstrate heartfelt empathy for one another. Please, let's show each other some grace and listen to one another. If not, I fear the future of SCS will be nothing but crumbling pavement and rumors of a school that "used to be" here.



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

Shari spoke to being heartbroken with the school situation now. We aren't getting one opinion, one letter, one voice. We have to listen to everyone. We are all here for the same thing and to prepare them for life in the outside world. Be mindful of actions as children see, hear and listen constantly. Her husband and she have tried to keep things happening here from their children though their children were emotionally hurt by their friends. She is saddened by the lost friendships and suggests that people take it out on me all you want but not the children. Close friendships were compromised and that hurt her as a mom. Children need to feel secure in their surroundings and we have to remember that children are not adults. Kids deserve support. Emotions run high when it comes to children.

Steve spoke to a school this size requiring great passion and extra work and that we are all passionate volunteers working together. Sometimes that passion can cause difficulties. We as the board are here to listen and evaluate for everybody. As a school we are successful, perform excellently, have a great administrator along with the people who serve on the board.

Joy says that as hard as this year has been one great thing is my group here (speaking of the teachers). They've worked all day long and are here at the board meetings. This is the best group we have had at this school and she is proud to be here every day. Brian is tremendous, is thoughtful, wanting to be sure he had the right things said at the webinar. The time he has spent doing that for this whole year has impacted his health and family. We could not ask for a better leader. After his speeches, she wanted to sign up for his sermons. She spoke to working on talking Shari back onto the board as she is a light on our board. Michelle, she's only known for a year – lovely. Carolyn – passion in curriculum so having her around to bounce things off of is invaluable. Chris – tremendous on the budget. Thankful on a personal level. Steve Don't want board to take it or my staff can take it won't tolerate bullying.

Brian spoke to have been trained to be objective in his work. The work we did was done after pouring after pouring my heart and soul into, all while receiving many different inputs and discussing the situation with people who have experienced similar things. When you know what's happening you can begin to work toward a solution. At no time have I shared words of malice. When you know what's happening and what's going on, there is no passion that ever justifies hurting another individual. My heart is broken in the way that people have been treated. We should approach objectively and try to bring all to the table with open and honest negotiations. When you tear people, down no one wins. He commended this board for their work in this past year.

VI. Closing Items

A. Next Regular Meeting: **Thurs. June 15th, 2017**



**Meeting minutes, SCS Board of Directors
May 31, 2017
FINAL MINUTES**

B. Adjourn Meeting

Agenda Business Item: Adjourn meeting at 9:05 PM

Motion by – Michelle Chidlaw

Seconded by – Carolyn McBee

Discussion: none

Board Vote: all ayes; motion passed unanimously

Recording and submission of minutes completed by Board Secretary, Perry Francis.

(These minutes were approved by the Board of Directors at the June 29, 2017 regular board meeting)

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Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

Joy Raboli

Administrator's

Report May 2017

Enrollment:

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

| Grade | Students | Number on Wait List |
|--------------|-----------------|----------------------------|
| K | 20 | |
| 1 | 24 | 2 |
| 2 | 24 | |
| 3 | 25 | |
| 4 | 23 | |
| 5 | 19 | |
| 6 | 22 | |
| 7 | 25 | 2 |
| 8 | 26 | |
| Total | 208 | 4 |

Two students left SCS this month. One 7th grader left to attend school in another state and another student went to SMS.



**Meeting minutes, SCS Board of Directors
May 31, 2017
FINAL MINUTES**

Enrollment for 2017-18

| Grade | Students | Number on Wait List | June Lottery |
|--------------|-----------------|----------------------------|---------------------|
| K | 25 | 5 | 5 |
| 1 | 24 | 0 | 2 |
| 2 | 24 | 8 | 1 |
| 3 | 25 | 3 | 2 |
| 4 | 25 | 4 | 3 |
| 5 | 25 | 0 | 4 |
| 6 | 22 | 0 | 5 |
| 7 | 24 | 1 | 2 |
| 8 | 25 | 2 | 3 |
| Total | 219 | 23 | 27 |

We should be full with a waiting list after the June Lottery.

Events

May is a very busy month for schools and SCS is no exception. This month, our 3-8 classrooms have been completing SBAC testing.

We had an all school carnival on the evening of March 23rd. It was a great family event put on by our student council. They raised approximately 2,000.00. Teacher, Mrs. Boedigheimer, supervises student council.

On May 31st, we have our Volunteer Breakfast to thank all of our wonderful volunteers throughout the year.

This week, we have two visitors coming to see our middle school in action. Chandra Roughton and



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

Dr. Dennis Ma from Sacramento, California are thinking of starting a charter school in Sacramento and have heard about our middle school and how we do "Houses." They will tour our whole school after seeing the 5th grade moving up ceremony and house selection process.

Safety Committee Meeting

CARLINE ISSUES: Carline continues to pose safety concerns, namely: U-turns in parking lot to avoid loop, cars lining up before 3 pm to pick up students, and left- hand turns out of the driveway despite signage. Drivers are putting students and SCS community at risk to save themselves time.

NEXT STEPS:

Safety committee (Renée) will draft a message for inclusion in school wide Thursday email to communicate, once again, the rules regarding where and when to drop off children, etc. It will ask that these guidelines be shared with all drivers to/from the charter school including grandparents.

Office staff to order V-shaped signs as discussed in prior meeting.

Recommend safety vests be worn in carline by monitors.

Make carline #1 concern for safety committee in 2017-2018 school year.

Principal Raboli will ask SCS Board to consider adding carline enforcement to student handbook for 2017-2018.

Committee to ask PAC to add carline discussion to PAC agenda for next meeting.

Discussion: Committee recommends that prior to the start of next school year, email reminders begin to go out. Set expectations early and warn drivers immediately of violations to emphasize the role every driver plays in student safety. Request robust parent volunteer presence to actively assist with carline for first two weeks of school year. Committee recommends issuing warnings to drivers when they violate the safety rules. After two warnings, those drivers will be required to park on neighboring streets and walk their student on/off campus. To earn the privilege back, drivers should be required to volunteer for minimum of two weeks with carline. Carline enforcement needs to be added to student handbook for 2017-2018.

POWER OUTAGE PLAN: The power outage topic was reintroduced. 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. Outages will need to be monitored by the office staff via smartphone, who can monitor PGE for anticipated outage timeframe. After speaking with the kindergarten teacher, it was suggested that an hour or two would be a reasonable time to keep the children occupied in the sanctuary or potentially the art room until power is restored. Kindergarten and first grade



Meeting minutes, SCS Board of Directors

May 31, 2017

FINAL MINUTES

students are mostly impacted due to relocation unless in times of extreme heat or extreme cold. The timeframe can be revisited with the full committee. Parents should be notified at onset of outage via Flash Alert and advised to stay tuned for updates.

ASPHALT – Shari will draft an email to the facilities liaison on the board that identifies areas of potential concern such as chips at ends of sidewalks/trip hazards. There is typically a June facility walk-through by SCS Board/facilities liaison when this can be discussed with SCFC Board. Crosswalks also need to be repainted. This may have been done by parent volunteers in the past. Discuss with church prior to requesting volunteers. Consider painting the word “SLOW” on both sides of crosswalk.

LEAD TESTING UPDATE: Renée Simas submitted an updated plan to ODE which included a forward-looking component. Healthy and Safe Schools plan is in full compliance with ORS now.

OTHER BUSINESS: Office notified committee following meeting that outdoor play scape stumps are slippery; Renee to follow up with committee members Michelle and Amy regarding if/when granule paint (?) will be applied. Also, question arose regarding replacement of swing set chains. Committee was under the impression that this had been completed by student council in January/February. It was suggested that the rusty chains had not been replaced in their entirety but rather only a new bottom link installed

Friday Work Plan

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| May 5th | Staff meeting |
| May 12th | Work from home |
| April 19st | Meeting |
| April 28th | Off for Holiday Weekend |