



Board of directors regular meeting Mar. 15, 2018

FINAL

I. Opening Items

The Sherwood Charter School Board of Directors met in the Sherwood Community Friends Church Art room for a regular meeting on Thursday, March 15, 2018.

The Thursday, March 15, 2018 meeting was called to order at **6:30 PM** by Chair Brian Craker. The Pledge of Allegiance was recited by all present

Members present: Brian Craker, Perry Francis, Carolyn McBee, Kim Rocha, Frank Scholz, Gail Wallace, Joy Raboli (ex officio)

Members absent: Steve Schweitzer

SCS Staff present: Sarah Landels (4th grade), Angela Havlinek (office manager), Cheryl McLeod (admin specialist)

Public present: Tanya Bryant, Lily Engstrom, Nathan Engstrom, Korrin Fyall, Mark Hildebrandt, Julie Hildebrandt, Tae No, Ruby No, Natalie No, Lori McKinley, Dan McKinley, Stephen Schweitzer, Dylan Schweitzer, Patrick Stark, Irina Umeneto (sp), Constantin Vasiliu

B. Frank Scholz read Sherwood Charter School's Mission & Vision Statements

C. Brian Craker read and reflected on the H.E.A.R.T. Skills & passed along meeting expectations

D. Agenda Additions

Brian presented an error correction to the agenda:

– section 4, 2018-19 budget discussion is not informational but rather a vote.

Carolyn suggested three additions to the agenda:

- Request the board discusses early entrance policy (Governance – 5G)
- Policy notification from OSBA
- OSBA memorandum required (5A) school district deliverable

Agenda Business Item: Add early entrance (5A) to the agenda.

Motion by – Carolyn McBee

Seconded by – Kim Rocha

Discussion: none

Board Vote: passes unanimously (yeas – Perry Francis, Gail Wallace, Kim Rocha, Carolyn McBee, Frank Scholz, Brian Craker; nays – none; absent Steve Schweitzer)



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E. 4th grade presentation – Ms. Landels’ class presented their “Taco Trucks” where they explored area and perimeter in a real life setting while designing their own taco trucks. Several students (Fisher, Todd, Kayla, Ellie, Logan, Veronica) presented to much acclaim their taco truck versions.

F. Winter lottery (academic year 2018-19)

The office staff (Angela Havlinek and Cheryl McLeod) conducted the spring lottery.

Agenda Business Item: Move to accept results of the spring 2018 lottery.

Motion by – Frank Scholz

Seconded by – Carolyn McBee

Discussion: none

Board Vote: passes unanimously (yeas - Brian Craker, Perry Francis, Carolyn McBee, Kim Rocha, Gail Wallace, Frank Scholz; nays - none)

G. Approval of Previous Minutes

Final minutes not completed and therefore are not available - tabled until next meeting

H. Public Comment

NONE

II. Academic Excellence

A. Principal/Administrator’s Report

See Administrator’s report, attached as an addendum, for full details.

- Safety drills
 - A lockout, earthquake drill, fire drill will happen soon, delayed because of snow days earlier in the academic year.
- Surveillance
 - Three companies identified to provide surveillance given current infrastructure is ailing and in need of replacement. Some related points below:
 - Price is high and SCS has heard from only one group
 - Gail, pastor and Tim Brant met where they discussed having a buzz-in system



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- Pavement
 - after we discussed the topic with the church the church replied that they are hoping for fix/replacement this summer
- Carline
 - sent note in backpack and posted a comment on Facebook concerning important related safety topics
- Weather Bug weather station
 - Station is working but there is a problem with the weather station mount (monitoring company is Weather Bug). They longer have an office in Oregon but will look when into the problem when they do visit the state.

III. Facilities/Operations

A. Safety Committee Update – Gail Wallace

- Reconfiguration of offices
 - Brian met with Tim Brandt and pastor Rich of Sherwood Community Friends Church (SCFC) talking about using youth room for the school office. The church said they would get back but have not as of this meeting. Ms. Raboli said the church suggested SCS using the current church office as the new office. If SCS moved into the church office the church would need to charge more rent.
- Security requirement (ideal)
 - Ability to buzz into the office
 - Each staff/church member have key card
 - SCS staff need an intercom system to communicate effectively

Kim R: Concerning the usage of the church office suggested that there are things we are using that are not in the lease but charging more for extra space does not seem correct.

Kim R: Was interested in an estimate on the price for the intercom.

- Ms. Raboli said that half of an intercom existed as SCS could only afford part of the system
- A more fully functioning system would cost upwards of \$300/speaker for each space or approximately \$5K total to get a fully functioning intercom system

Gail W: Expressed frustration on not hearing back from the SCFC more rapidly concerning the various SCS needs

- Perry F: Suggested picking the top concern and focusing on that and try not to bombard the church will all suggestions with the expectation they would fulfill them quickly.
- The consensus from staff was that the camera security system was the highest priority
 - Power over Ethernet – power constant, internet hub (POE system)



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- Brian C: Suggested that most of the yearly church work happens in April or May (still early in the year to see action). We should work with staff for a priority list and work with church with what works best with their priorities/schedules.

Gail W: Mentioned talking with Kristin Delaney (executive assistant to SSD superintendent) about the upcoming SSD school reorganization due to the construction of the new high school. Kristin mentioned the following:

- Committees forming for reconfiguring of schools (3 committees)
- Gail wanted to apply to be on a committee even though not currently a parent
 - Kristen suggested applying to be on committee and even if you are not selected she will make sure Gail (and SCS) are represented.
 - Ms. Raboli also contacted Renee Simas whose son is currently at Hopkins Elementary to apply to be on committee too

IV. PAC/Finance/Fundraising

A. PAC Report

Patrick Stark and Korin Fyall spoke for the SCS PAC.

- The PAC had three events over the past month – math night (50 participants – parents & children, well designed not too intrusive, dinner night at MOD pizza, Scholastic Book Fair (2nd)
- Teachers (Mrs. Stuckey liaison) wish lists – Wanted okay to share with parents as the PAC wants to do something with the teacher wish lists
- Kids First – need to have an end date so that the PAC can focus on other things. More donations received based upon an arbitrary deadline – was more successful at the end as of 2/28 the amount was only \$8600 to now the amount jumped to \$13600. The PAC was impressed with turnout and there was discussion about the ‘whys’ at the meeting.
- Korin:
 - the Scholastic book fair had \$2360 in sales and all teachers’ wish lists were fulfilled. Online sales still possible over the upcoming weekend (2 more days to finish purchases). There will be another in sale in May (a BOGO) where no Scholastic dollars earned but the PAC can use current Scholastic dollars.
 - One scrip purchase as of last weekend and the PAC has earned \$460 earned since restarting the program

Ms. Raboli suggested that at the May book fair that the focus of Scholastic dollars purchases would ideally be many boxes of readers, being huge for school

- Korin said she didn’t know what availability existed for such purchases



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Kim R. mentioned that while transitioning off the PAC board she suggested the PAC write a donation to the school for the gift of the smart board. She had talked to a tax accountant for the PAC who suggested doing so as it concerns ownership of boards.

Patrick S. mentioned the learning process to produce materials that feature the kids was well worth the effort though he was shooting from the hip. That type of marketing (Brian asked for his help with school website) is doable going forward but should find a workflow that works for everyone (difficult to schedule with teachers, admin)

Frank S. asked a question about the replacement of the four smart boards – where are previous ones? He is looking at buy back and wondered why they needed replacement. Kim replied that the board were old, and the three were not working. Wear and tear is much greater and the schools moves through them faster – 4-5 years when should be 10 the standard – as the teachers use them all the time.

B. Treasurers/Finance Comm. Report

No report as we are too early in month for data.

C. 2018-19 Budget

Kim presents the budget through a simple, printed PowerPoint presentation. The main topic is approving the budget with a teacher salary raise of 3% and whether that is a sufficient increase to appropriately reward the teachers.

- Brian C makes several procedural points:
 - This proposed budget is due by May 2018 to SSD
 - It is reexamined by the board June of this year after the state further clarifies funding the next academic year
 - The budget is proposed by a subcommittee of the board (finance committee) and the board can either accept it as a whole or decide to take on the budget by themselves and make changes. Any board-level changes are kicked back to the finance committee for approval. The finance committee will need to meet, approve the changes and present them to the board for approval at the next board meeting. Brian clearly states that this action would endanger the established schedule of having the budget approved and ready to present to SSD by May.
- Questions/comments
 - Perry F. cannot fathom approving a deficit budget in good conscience notwithstanding a desire to approve a budget containing a teacher raise. He was concerned about what might happen to the school financial reserves should either the state funding numbers not improve later in the year or the enrollment not increase over the proposed budget of 205 students. Brian replied the board approved a deficit budget last year though not



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- one not as far into the red as proposed this year. Over the fiscal year the financials improved so that with slight change to the budget and increased state funding SCS finished the budget year in the black. Other board members realize approving a deficit budget is not optimum but given the general desire/need to increase teacher pay going forward these budget numbers are what the board has to work with at the moment. As the budget is reexamined by the board (and potentially adjusted) in June 2018 and beyond, this is not the last time we have a chance to make changes.
- Ms. Raboli & Brian suggest that the overarching goal of increasing enrollment will increase in the amount of funds SCS receives from SSD (who receives them from State of Oregon). Last year this amount increased by over \$400/student or \$80K total at years' end.
 - Ms. Raboli thinks that a budgeted enrollment of 216 too high and 205 is better number and one she is comfortable supporting
 - Frank – compared to last year
 - Brian - easy to give less now and more later than the opposite
 - Kim R reminds us that June gives us a more accurate reflection of expenses and that she too does not like approving a deficit budget though suggests it is the best option for the moment and for the future stability of the school

Brian asks the board by general acclamation whether they want to accept the SCS 2018-19 budget as stated or if they want to make any changes to the budget (changes would then be referred back to the finance committee for approval).

- No board member desired to make changes

Brian then suggested we move to approve the SCS 2018-19 budget:

Agenda Business Item: Move to approve the finance committee suggested SCS 2018-19 budget including a 3% teacher raise.

Motion by – Frank Scholz

Seconded by – Carolyn McBee

Discussion:

Kim R: suggested she will support the motion but we need to make sure we are very focused on fundraising going forward.

Board Vote: passes by majority (yeas - Brian Craker, Carolyn McBee, Kim Rocha, Gail Wallace, Frank Scholz; nays – Perry Francis; absent: Steve Schweitzer)



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- D. Long-Term Fundraising Plan (discussed before the 2018-19 budget topic) – Frank Scholz leads

When discussing the topic with other schools (15-16 schools) several patterns emerged and below are the five major sources from the schools queried on the topic. This would be the core of the new fundraising model suggested for SCS:

- 1- State funding
 - a. 80% - this is a static amount for most (as it is at SCS)
- 2- Families
 - a. PEF & Kids First (PEF performed better this year) and an early in the year start helps
 - b. Two fundraising spaces tend to fight between each other causing confusion for parents
 - c. 1-Fund – a combined, one source fundraising approach
 - i. the answer to two sources before
 - ii. one-dollar amount, hopefully tax-deductible, on registration (payment methods and timing), combine with registration implies important
- 3- Businesses
 - a. Local businesses
 - i. Ask for donations from larger businesses important and they likely have the money to give (potentially SCS could mention business in branded advertising)
 - ii. Matching donations for some businesses sometimes available and some subsidize volunteer work (though we cannot safely budget for this line item)
- 4- Grant writing
 - a. SCS does not know how to write grants
 - b. There are cost/time benefits to being successful – the more time spent looking for the better the changes at receiving a grant
 - c. We would need money upfront to fund a grant writer
 - i. Long term proposition related to iii above
 - ii. Other charter schools would be interested in sharing costs which could have great potential (generally, 70% of educational grants go unfunded – though a grant requestor would need to figure out exact needs and go for specific grants to be successful)
- 5- Own your own facility – a permanent location helps bring people and money
 - a. SSD in 2019 is to decide on Hopkins future uses
 - b. All SSD moves will happen in the fall of 2020

Board questions & comments:

- Kim R: 20 businesses in a year – is that obtainable?
 - Brian C: suggests that is a stretch goal which is needed for success
- Perry F: business sponsorships – be careful and strategic with asks as we wouldn't want to have business sponsors that were controversial.



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- Ms. Raboli: SCS is not communicating our brand well – how do we spread the word?
- Ms. Raboli returned to the business funding suggestion asking a question: The business model: how is this done?
Brian – other schools use a subcommittee approach – staff and board are members (two of the schools that were queried use this).
- Brian suggested the boards next steps for the new fundraising model, now titled **1-Fund** and suggested that we either adopt sections of the plan or the comprehensive model in toto.
- Brian C. mentioned he is interested in helping grow the business part of the fundraising plan after his time on board has completed.
- Brian C. suggested that board has talked for four years about the fundraising topic and feels that the topic is his role now as SCS needs long term revenue sources. SCS is the best school of its type in state and certainly in the district and we need a holistic fundraising approach.
- Kim R. agrees completely as she has concerns with long term funding plans for the school. Take out business part now and look for sponsorships later on perhaps? She likes the plan generally but the board discussion is swirling, losing its focus.
- Carolyn McB. suggests what is proposed is a good start.
- Brian shows the current SCS registration packet and describes where the 1-Fund section would be so as to replace the PEF request section.
- Kim R. comments that the parents have to sign a contract as part of the registration packet but she wants to ensure that that signing is not considered a requirement for parents to pay and/or donate to the fundraiser
- Brian - Participation rate should go up significantly with the early fundraising request because old way (PEF and Kids First) was confusing. When it is clearly communicated as part of registration process, participation is upwards of 80% early in the year increasing funds for the school
- Ms. Raboli suggested that for tours, a pamphlet with the new fundraising goals would be helpful going forward

Proposed Action Steps to initiate 1-Fund

- Combine Kids First and PEF – we will send notification to PAC those to funding sources will be ending and create from that dissolution a combined 1-Fund
 - Kim R. suggests that PAC retain control of the Kids First information and instead dissolve it on their own
- Brian suggests for 1-Fund:



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- Requested annual amount - \$500 (current PAC fundraising: PEF - \$300, KF-\$200) which would be all inclusive contribution. Do we need a different annual amount?

Discussion:

- Family maximum for families with multiple children? No maximum this year but will explore the addition going forward.
- Ms. Raboli suggested PEF amount should be raised in general as it supports many worthy programs that are a highlight to SCS and therefore suggests a higher annual amount for 1-Fund
- Frank was concerned with increasing the annual amount could look deceptive and suggests keeping it at \$500 or less.
- Kim R. suggests \$525 or \$550 as an annual amount
- Perry F. thought that \$500 too much to begin with for many as an initial annual amount
 - Carolyn McB. suggest payments could be spread over time and is not required all at once
- Ms. Raboli thinks that \$500 okay for now but would like to explore increasing next year

Agenda Business Item: Move to create 1-Fund fundraising program as part of the registration process, requesting \$500 yearly per child.

Motion by – Frank Scholz

Seconded by – Carolyn McBee

Discussion: none

Board Vote: passes unanimously (yeas - Brian Craker, Perry Francis, Carolyn McBee, Kim Rocha, Gail Wallace, Frank Scholz; nays – none; absent: Steve Schweitzer)

Brian C: Tables business partnerships and grants for the next board meeting.

V. Governance

A. Unfinished Business, Calendaring, Planning & SSD Deliverables

- Board deliverables calendar is up-to-date
- OSBA memorandum

Agenda Business Item: Motion to accept OSBA memorandum as written.

Motion by – Gail Wallace

Seconded by – Kim Rocha

Discussion: none

Board Vote: passes unanimously (yeas - Brian Craker, Perry Francis, Carolyn McBee, Kim Rocha, Gail Wallace, Frank Scholz; nays – none; absent: Steve Schweitzer)

B. Thank You & Recognition Notes

Gail W. sent Ms. DuPriest card/flowers for the recent (3rd & 4th grade) school music production along with sending a couple of other cards to SCS community members.



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C. Annual Parent & Teacher Surveys

Brian discussed that it was time to send the annual parent survey via SurveyMonkey.

Kim asked if the replies were anonymous... Do you know the name of the person at the point of receiving? Brian replied yes because you can see who sent the poll results at the administrator level but we have not forwarded that information to the board when results are forwarded. Kim asked because she wanted to make sure that we (as a board) did not have access to that data. Frank suggested the replies were anonymous but people could spam complete the results by completing a survey multiple times. Brian replied that was possible in earlier iterations but now the survey is linked to individual email addresses as supplied by the school office.

Frank wondered why there was nothing about technology and whether that might be something to ask about? Brian suggested we (the board) can approve the current survey rubric and he can have Frank make up a question for addition.

Gail asked if we (the board) were happy with the integration of technology and the curriculum in the classroom? Generally, the board thought the school was on a good path.

Agenda Business Item: Motion to accept the parent survey as presented while allowing the addition of a tech-related question.

Motion by – Kim Rocha

Seconded by – Carolyn McBee

Discussion: none

Board Vote: passes unanimously (yeas - Brian Craker, Perry Francis, Carolyn McBee, Kim Rocha, Gail Wallace, Frank Scholz; nays – none; absent: Steve Schweitzer)

D. Future Board Leadership

Brian suggested that members ask people if they have interest in serving on the board as elections will commence soon.

- Perry wondered whether we needed a nominating committee structure or whether what we do now suffices? Generally, people thought there was no need for a nominating committee and that person-to-person approach worked well. He also asked whether members had been talking to prospective members – several raised their hands.



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SCS Early entrance policy:

The issue was raised concerning OSBA policy suggestions and SCSs approach concerning the admission of children below the age of five (5) to Kindergarten or those below the age of six (6) to 1st grade at parental request. Currently SCS has an early admission policy which requires parents to go to the district (SSD) with early admission requests. The district offers the option for parents to explore early admission but there is a required series of tests that potential early admission students need to complete.

The suggestion is to drop the early entrance policy (JEBA) from SCSs policy list as state law already covers this situation.

- Brian suggested that the majority of districts have dropped the policy and doing so more clearly allows SCS to send interested parties to district to explore their options.

Agenda Business Item: Motion to accept drop the early admission policy (JEBA).

Motion by – Carolyn McBee

Seconded by – Kim Rocha

Discussion: none

Board Vote: passes unanimously (yeas - Brian Craker, Perry Francis, Carolyn McBee, Kim Rocha, Gail Wallace, Frank Scholz; nays – none; absent: Steve Schweitzer)

E. Future Board Meeting Schedule

Decided upon at a future meeting.

F. Board Comments & Communications

Gail W. wanted clarification on the language we intend to use for the 1-Fund fundraising going forward. Brian suggested the board would have time to make adjustments if desired.

VI. Closing Items

- A. Next Regular Meeting: **Thurs. Apr. 19th, 2018, 6:30 PM**
- B. Adjourn Meeting

The meeting was adjourned at 9:19 PM.

Recording of minutes were completed by Board Secretary, Perry Francis. **(These minutes are approved - 19apr18)**



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Joy Raboli

Administrator's Report

March 2018

Current Enrollment for 2017-18

Grade	Students	Waiting List
K	22	0
1	19	0
2	25	0
3	24	0
4	25	1
5	23	0
6	23	0
7	24	0
8	20	0
Total	205	1

This year, we have enrolled 25 new students, and withdrawn 18. There will be an additional 4 students withdrawing in March because one family is moving out of state and another is moving out of the country. When come back from spring break we will be at 201.

Newly Scheduled Events:

New to SCS Family Event

I will be hosting a gathering on April 18th at 5:45 for families new to SCS. It will be a Q and A session and



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discussion about how to get involved at SCS. This will also be a great opportunity for the new parents to attend the PAC meeting right after our gathering. I will invite some long time SCS families to be there to help mentor new families.

Kindergarten Round Up

Mrs. Connolly, specialists and I will be hosting a Kindergarten Roundup on April 20th at 4 pm to welcome our new students. The focus will be to make sure that our new kinders for the 2018-19 school year, have “school readiness” in self-help, social and academic skills. The school supply list will be given, as well as a tour of the room. The teacher will have a chance to meet with each parent and hand out a brochure about school readiness, resources and different online options to help students be ready to go for the first day of Kindergarten. In addition, each student will take home a brand-new book purchased from the book fair.

Middle School 6th Grade Orientation

The middle school teachers and I will host an event for our incoming 6th graders and any new middle school students for the 2018-19 school year on April 12th. The presentation will cover academic expectations, curriculum, policies, lockers and electives. The families will have a chance to preview curriculum materials and tour all of the middle school rooms.

Website and Advertising Update

I met with Keith Halasy and we have the basic bones of the new website in place. I have given him photos and we are meeting set in a few days to work on the look of the website, as well as some branding ideas to explore. We reached out to Pat Stark to help with the graphics and are looking forward to meeting with him in the near future.

I have designed an ad for the mailer that goes to the surrounding areas. I will also be creating an insert just for middle school next week. We need to capture the middle school market, especially since M.I.T.C.H. is phasing out their middle school in the next few years.

Drills

We completed both a “Lock Down and Lock Out” drill this month. This is the second drill for the year, which means we have fulfilled the state requirement. Students and teachers did a fantastic job. The recent snow days last month pushed these drills out to March. On February 27th, we had our rescheduled earthquake drill. We will have our fire drill before the end of March.



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Safety

- Cameras/Front Entrance –
 - Shari Scholz contacted First Response regarding costs of cameras/recording device. Outdoor cameras run around \$350 each, and indoor cameras run around \$250 each. The DVR recording device runs between \$750-1100, depending on how many cameras we have, how much storage we need, etc.
 - A discussion ensued regarding 3 different security monitoring companies that we are considering for this job of installing cameras and a 'buzz-in' system for the doors leading into the office. The 3 companies are:
 - Protection One – Angela has an appointment with them on 3/7 for a quote
 - First Response – Angela will contact them for an appointment for a quote
 - Sonitrol – Brian Craker from the Board recommended, Angela will contact

Church Meeting

- Gail reports that Pastor Rich, Brian Craker, Gail Wallace, and Tim Brandt all met to discuss the possibility of coordinating and working together for security system/cameras/buzz-in system for office doors. Pastor Rich expressed a desire to join SCS with this venture and is interested in working together towards securing the campus. Brian Craker will see this through.
- Tim Brandt gave a history of the church/school. Discussed Youth Room and the fact that this room was 'taken away' from SCS 5 years ago and SCS is paying for it according to the lease, so a discussion ensued regarding other alternatives because SCS really needs more space and a better way to monitor the entrance into the school/church during school days. Tim suggested our school office switch rooms with Church office, but the rooms were measured during this meeting and this would mean the school office would be moving to a smaller location which is just not feasible. The school office is already too small as it stands. Another idea came up which was to have SCS take the church office, remove the retractable wall between that office and my current office, and make those two rooms one room and make it the school office. This would expand the school office and give adequate space. Discussed also the idea of the school and church entrances be swapped, and having the school office where the church office is now would allow our school staff to monitor that door through the window. Along with this idea, the current school office would become my office, we would lock the door leading to the hallway, and install a new door between that office and the new school office. With this, the church office could then move into the Youth Room, and they would keep their youth room. The church representatives present at this meeting did not actually agree to this idea, but the idea was thrown out there for consideration.
- A discussion about the parking lot/pavement also ensued during this meeting. Gail pointed out to them that the wear and tear is mostly from weather, not because the school has more traffic as has been discussed in the past. According to the lease, the landlord is responsible for maintenance/upkeep of the grounds. The church agreed, and said it was going to be taken care of this summer 2018.



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Carline issues— Shari reported yet another issue in carline yesterday morning. A parent was trying to pass on the left after dropping students off. A discussion ensued about putting cones or some kind of visual deterrent during carlines to prevent people from passing during carlines. Shari asked if there could be a reminder placed in Thursday email this week, and if there could be something sent through 'backpack mail' this week. I will be posting a reminder on Facebook. Also discussed was the possibility of making another video displaying how our carlines work.

Our Weather Bug Station is not where it is supposed to be. Angela contacted Weather Bug, but they are not in Oregon any longer. They said that the next time they have someone in Oregon, they will send someone out to take a look. It is leaning and there is a risk that it could fall over and hurt someone. Angela took pictures and documented her contact with them, so now they have pictures that it is a risk for injury.

We are in the process of securing bids from two other companies regarding surveillance. When we have secured all three, I will present them to the Board for discussion.

SafeOregon

SafeOregon is a program specially created for Oregon students, community members, school staff, parents and law enforcement officers to report and respond to student safety threats. Their goal is to prevent these threats from happening by providing schools a relevant tool for reporting potential threats in a variety of ways. Tips can be submitted by phone, text, mobile app, web or email. Tips go immediately to a tip line tech who is available 24-7. All tips are analyzed and sent to designated staff person who can help in a timely manner and resolve incidents. I am currently working with the district to acquire the services of SafeOregon. The SSD has already signed up (and signed us up by default) but they are not quite ready to roll out the program. I am in close contact with Jim Rose at the district to launch this program quickly.

OSBA

As of July 1, 2018, OSBA's organizational status will be changing to a nonprofit corporation under ORS Chapter 65. Under this new designation, OSBA can no longer accept dues and/or service fees from entities that are not political subdivisions, therefore, SCS will no longer be able to associate members of contact OSBA directly because charter schools are not considered to be political subdivisions. OSBA still wants to work with charter schools, but a Memorandum of Understanding between SCS and SSD needs to be in place. Brian is working on securing this letter and does not see any issues preventing us from having the MOU.

Professional Development and Performance Evaluation



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Teachers are starting to schedule their final observations for the year. My goal is to finish all performance evaluations by the end of April. Currently, I am making the evaluation document more tailored to SCS and our program. I asked for teacher input in reworking the document. When we have our budget approved, I can create contracts. In the meantime, I would like to send intent to rehire letters to teachers/staff so they know in plenty of time, that they will be asked back for the 2018-19 school year.

Literacy Model

I have seen great progress in our launch of the Lucy Calkins Model in all classes. Every teacher is working to make each aspect of the program outstanding. We are doing a "Progress Monitoring" middle session of DIBELS and we are seeing excellent results in our students' fluency. The final round of DIBELS will a great way to compare growth compared to previous years. Gail Wallace's work has made a big difference for our students who need extra supports and the teachers report great results with this intervention.

I would like our school to check in to a program called Achieve 3000, that the district uses. It is a cloud-based solution that delivers daily differentiated instruction for non-fiction writing and reading that are tailored exactly to each student's Fountas and Pinnell level. This would be a great addition to our learning stations. The cost per license ranges from about 132.00 to 177.00 and might be just for students who need additional supports.