



23264 SW Main Street, Sherwood, OR 97140

Meeting of the Board of Directors: Wednesday, October 20, 2021 ; 6:30 pm

Online via Zoom

FINAL MINUTES*

I. Opening Items

The Sherwood Charter School Board of Directors met for its regular meeting on Wednesday, October 20, 2021.

A. Call the Meeting to Order, Roll Call

The meeting was called to order at 6:30pm by Joe Whitehead(Chair)

Members Present: Joy Raboli(Principal), Joe Whitehead(Chair), Karen Schrader(Vice-Chair/Facilities), KC Reaney (Treasurer), Alison Craker (HR & Policy), Lindsay Churella(Secretary)

Members Absent: None

SCS Staff Present: Angela Havlinek, Cheryl McLeoud

Public Present: Tamara Potrouch(PAC)

B. Reading of Mission and Vision Statements

Mission Statement: Alison Craker

Vision Statement: Joe Whitehead

C. H.E.A.R.T. Skills and Meeting Expectations

KC Reaney

D. Agenda Additions and Changes

Possible vote on hiring an aide- Joe Whitehead

E. Approval of Previous Minutes

Karen Schrader adds revisions to September minutes

- Change Co-Chair to Vice Chair and Facilities
- Under Administrator's Report include:
 - classrooms need to be covered by licensed staff which is contributing to substitute hiring issues
 - Change 'done well at..' to 'is working to mitigate teacher burnout'
 - Make Four Goals more clear
 - Deliver Exceptional Lessons
 - Focus on Branding and Marketing
 - Implementation of Conscious Discipline and Equity
 - Identify and Mitigate Staff Burnout
- Motions and Votes need to include
 - Motion- Action to be taken
 - Board Member who puts forward the Motion
 - Board Member who Seconds the Motion
 - All names of members who vote either Aye or Nay
 - The vote of the Board Member who puts forth the Motion

Karen Schrader: Let's review the Minutes in the November meeting after they have been amended

F. Public Comments

None

II. Academic Excellence

A. Administrator's Report/Safety Committee Report

Ms. Raboli

- We added ten new elementary students to the school
- We have an addition of one new Middle School student
- A tour of the school will be given next month
- Kindergartners and First graders are struggling with socialization since Covid kept that age group from getting school experience
- Kindergartners and First graders are slowly building their stamina but struggle with a full day in the classroom
- This year there is an increase in behavior problems and as a solution SCS would like to hire an aide to help in classrooms and at recess
- We are fortunate none of the classrooms have had to quarantine

- There is no eating allowed in the Sanctuary so during the cold months we have rented a tent at an extra expense. Angela was able to secure a discount for the tent

B. Administrator’s Goals 2021-2022

- Because of student stamina challenges and behavior there is a pause on
 - Teacher expectations
 - Staff meetings
 - Observations
 - Lesson plans
- Fall goals to come later

MOTION

Move to approve Ms. Raboli’s goals- Karen Schrader

- Second- KC Reaney
- Alison Craker- Aye
- Lindsay Churella- Aye
- KC Reaney- Aye
- Joe Whitehead- Aye

MOTION APPROVED

MOTION:

Move to approve the amendment to the budget for \$40,000 to support additional staffing needs – KC Reaney

- Second- Karen Schrader
- Alison Craker- Aye
- Joe Whitehead- Aye
- Karen Schrader- Aye
- Lindsay Churella- Aye

MOTION APPROVED

III. PAC / Finance / Fundraising

A. PAC Report

Tamara Potruch

- First dining night out was at MOD and earned \$118.00. Next one will be at Panera Bread October 28, 4:00-8:00

- The open spot on the committee has been filled
- Spirit wear is up and going
- Book fair is online and going slow, we hope in the Spring we can offer it in person
- Wreath orders due November 4th and delivered Saturday the 20th
- We are coordinating a pumpkin carving contest with books as prizes
- We are promoting the Wilson Orthodontics candy buy back
- Lunch will be provided at the Teacher/Staff meeting

B. Treasurer's / Finance Committee Report

KC Reaney

- OneFund up \$22,400 we need to keep reminding families to donate
- Speaking to Tonya regarding investing reserves, need to verify state guidelines
- Met with Kimberly to talk through goals and prepare a plan to share with the finance committee. Then review plan and discuss with Board for final decisions

C. Fundraising Report

Joe Whitehead

- Hillsboro Hops and a local Golf Course have donated for the auction

IV. Facilities / Operations

A. Facilities Update

Karen Schrader

- Annual Report submitted
- Audit Report submitted

V. Governance

A. Updated Deliverables & Calendar Planner

Karen Schrader

- Karen Schrader asks if any of the Board members are interested in pursuing a building site for SCS. There is a desire from the Board and Ms. Raboli to move

SCS to its own building, but would prefer to take this year to focus on balancing finances and stabilizing enrollment so we are positioned to do well next year. We also want to make sure we focus on the assistance we provide to teachers in order to avoid burnout.

B. Board Training Report

Joe Whitehead: The training was efficient and useful I got a lot out of it. The instructor offered ideas on fundraising and bylaws.

Karen Schrader: I got more out of this training than the last training I took. She made it clear and really focused on the goals we want to reach.

VI. Closing Items

A. Board Comments and Communications

None

B. Thank You & Recognition Notes

None

C. Next Regular Meeting

November 17, 2021; 6:30PM

D. Adjourn Meeting

MOTION

Move to Adjourn Meeting- Joe Whitehead

Second- Karen Schrader

KC Reaney- Aye

Alison Craker- Aye

Lindsay Churella- Aye

Karen Schrader- Aye

MOTION PASSED-7:36PM

* Recording and submission of minutes completed by Board Secretary, Lindsay Churella. Minutes are considered in DRAFT form until approval by the Board of Directors.