



23264 SW Main Street, Sherwood, OR 97140

Regular Session Meeting of the Board of Directors: September 17th, 2025 1830
Online via Zoom

Recording: Gina Byers (Facilities, Secretary)

Meeting called to order: 1830 by Jennifer Standke (Chair)

Roll Call: Jennifer Standke (Chair), Korrin Fyall (Treasurer), Tara Garcia (HR/Policy), Joy Raboli (Principal), Gina Byers (Facilities, Secretary)

Absent: Angie Arpiainen (Vice-Chair)

Public Attendance: Justin Hemp

Mission and Vision: Read by Korrin Fyall (Treasurer)

Heart Skills: Read by Tara Garcia (HR/Policy)

Agenda Additions: None

Motion to approve minutes from regular session meeting on 08/20/2025	
Proposed:	Jennifer Standke (Chair)
Seconded:	Gina Byers (Facilities, Secretary)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain -None
Result:	Motion Passed

Motion to approve minutes from executive session meeting on 08/26/2025	
Proposed:	Tara Garcia (HR/Policy)
Seconded:	Jennifer Standke (Chair)
Discussion	None
Vote:	Aye - Unanimous Nay - None Abstain - Korrin Fyall (Treasurer)
Result:	Motion Passed

Public Comment

None.

2-A: Administrators Report

Report from Ms. Raboli:

Sherwood Charter School has had a strong start to the school year, marked by smooth student integration, engaged families, and productive staff collaboration. Key highlights include a successful Back to School Night, initiation of the charter renewal process, and steady progress on student support systems. Current challenges include slightly lower than projected enrollment and office staffing strains.

Enrollment

While we can make predictions about enrollment throughout the summer, it is not until the first day of school that we truly know our official number. This year, we anticipated a smaller incoming 7th grade class, which aligned with our projections. However, we also experienced a few unexpected changes: two new to SCS students in 1st grade and one in

4th grade, who had registered, did not show up on the first day. These last-minute changes highlight the natural fluctuation that can occur with enrollment from year to year, despite careful planning.

Playground Project Update

Buell Recreation has confirmed that our new playground equipment has been ordered.

- Delivery is expected in early October.
- Installation is scheduled for October, though specific dates have not yet been finalized

MTSS & Student Support

- MTSS team reviewed middle school students of concern and those on the monitoring list.
- Established requirements for the October MTSS cycle.

Health & Safety

- Nurse updated staff on student health plans and required trainings.
- Staff reminded to maintain active circulation during recess for student safety.

Staff Collaboration & Professional Development

- Staff shared highs, lows, and appreciations to strengthen community.
- Back to School Night planning included:
 - o Finalizing curriculum maps.
 - o Slide deck preview.

- o Best practices for family engagement.
- Teachers reviewed curriculum priorities:
- o Math progress monitoring.
- o Inclusion strategies integrated with curriculum.
- Team meetings continue to foster collaboration.

Events & Activities

- September 10 – First Fire Drill.
- September 22 – Picture Day.
- September 25 – Cougar Run.
- DIBELS testing scheduled soon.

Staff Deliverables & Communication

- Weekly newsletters highlight upcoming events.
- Monthly recap begins October.
- Teachers expected to make positive “good news” phone calls or send notes home
- Emergency sub plans due September 19.
- ESS Compliance Training completed due September 30.

Back to School Night (September 11)

- Middle School: Parents rotated through core classrooms; specialists and electives presented program highlights.
- Community Presentation: Shared culture, family resources, teacher introductions, and initiatives (OneFund, Cougar Run, Care Closet).
- Elementary: Two classroom sessions allowed parents to connect with teachers and see classrooms.
- Outcome: High attendance, positive family engagement, strong momentum for the year.

Charter Renewal

- Initiated process with Sherwood School District Superintendent.
- Engaged attorney Matt Lowe to lead negotiations.
- September 16: Reviewed goals and timeline.
- **Next step: Board to review current charter and provide feedback on updates. The charter can be found in Dropbox under Board Materials/Resources.**

New Staff Support

- Weekly meetings and daily check-ins provided to new staff.
- Ongoing support is strengthening relationships and ensuring consistency.

Fire Drill (September 10)

- Completed in 2 minutes, 36 seconds (goal: under 2 minutes).
- Additional practice provided for kindergarten students.

Celebrations

- Smooth start to the year with positive student behavior.

- Strong parent engagement at Back to School Night.
- Continued high interest in enrollment with tours and inquiries.

Challenges

- Enrollment began six students below projection.
- Office staff experiencing workload strain.

Looking Ahead

- Prepare for DIBELS assessments and data review.
- Continue staff collaboration through PD and team meetings.
- Engage Board in finalizing charter renewal priorities.
- Build on family engagement momentum throughout the fall.

Goals

A draft of the 2025-26 school year goals was submitted to the board for review and approval at a later date.

PAC Report

No leadership in attendance

Election of Officers

Motion to nominate Justin Hemp for role of secretary for Sherwood Charter School Board for 2025/2026 school year	
Proposed:	Korrin Fyall (Treasurer)
Seconded:	Jennifer Standke (Chair)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

HR/Policy

Tara presented multiple policies for review, vote, or information.

Motion to adopt policy BBFA G1: BOARD MEMBER ETHICS AND CONFLICTS OF INTEREST POLICY

Proposed:	Jennifer Standke (Chair)
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Seconded:	Korrin Fyall (Treasurer)
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Discussion:	None
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Vote:	Aye - Unanimous Nay - None Abstain - None
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Result:	Motion Passed
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Motion to adopt policy IGBAB_JORG1: Student Record Policy

Proposed:	Jennifer Standke (Chair)
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Seconded:	Gina Byers (Facilities/Secretary)
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Discussion:	None
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Vote:	Aye - Unanimous Nay - None Abstain - None
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Result:	Motion Passed
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Motion to adopt policy JO_IGBAB R G1: Education Records/Records of Students with Disabilities Management Policy

Proposed:	Tara Garcia (HR Policy)
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Seconded:	Jennifer Standke (Chair)
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Discussion:	None
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Vote:	Aye - Unanimous Nay - None Abstain - None
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Result:	Motion Passed
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Policy JOA G1: Student Record Policy, deferred until after board training on 09/25/25.

Policy JHCA G1: School Sports Policy, deferred until after board training on 09/25/25.

Policies JFCEB G2, JFCEB G1, and JFCEB R G1: Personal Electronic Devices Policies need to be voted on by 10/31/25. The board and Ms. Raboli will review these and vote at the next regular board meeting on 10/15/2025.

1908: Tara Garcia (HR/Policy) exited the meeting at this point.

Treasurers/Finance Comm. Report

Korrin reports that she is working with the school accountant and things are moving along as expected and with no complications. Korrin noted that giving to OneFund is lower this year than it has been in years past at this point of the school year.

Fundraising Report

Fundraising board position is currently unfilled.

Jennifer brought up the idea of board members reaching out to school parents for “Giving Tuesday”. Korrin suggested finding business sponsors as a way to raise funds for the school. Ms. Raboli reminded the board that any fund-raising efforts should be coordinated with the school office as they have targeted dates to send out reminders for OneFund and are also aware of when the PAC has fund raisers scheduled.

Facilities Update

Ms. Raboli discussed the need to repair/replace roofs for the portable buildings on campus. We have quotes that were received last year but are now expired. New quotes need to be obtained or the old quotes need to be updated. The board needs to review to see if it would be most cost effective to repair/replace all the roofs at one time or just start with the most urgent need (2nd and 4th grade portable). Jennifer and Korrin will meet to discuss forming a committee to prepare information to present to the board.

Review Lease

Lease Renewal

Jennifer Standke has communicated with lawyer and is waiting for him to make the changes to the lease. The is projected to be ready by the next regular board meeting on 10/15/2025.

Updated Deliverables and Calendar Planning

September 25: Board training scheduled

October 15: Next regularly scheduled Board Meeting

October 15: Ms. Raboli mentions that the annual report is due October 15th, which she typically completes early (looking at test scores, plan of assistance report, etc.)

Board Comments & Communicators

Board training is scheduled for 09/25/2025

Jennifer informed the board that background checks are required for all board members. If you have not already filled out a background check application with the school, please do this as soon as possible.

Jennifer is hoping to schedule the November board meeting so that we can meet in person and also have it available by Zoom. Location to be determined. More details to follow.

Ms. Raboli reports that she sent Crumble cookies to the Sherwood District Offices to thank them for the support they provide to Sherwood Charter School throughout the year.

Thank You and Recognition

No thank you notes to report at this time

Next Regular Meeting

October 15, 2025

Adjourn Meeting

Motion to adjourn meeting at 1931	
Proposed:	Jennifer Standke (Chair)
Seconded:	Korrin Fyall (Treasurer)
Discussion	None

Vote:	Aye - Unanimous (Including Justin Hemp (Secretary) and excluding Tara Garcia (HR/Policy) who had to leave the meeting early) Nay - None
Result:	Motion Passed