



23264 SW Main Street, Sherwood, OR 97140

**Regular Session Meeting of the Board of Directors: October 15th, 2025 6:00PM
Online via Zoom**

Recording: Justin Hemp (Secretary)

Meeting called to order: 1800 by Jennifer Standke (Chair)

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

Absent: None

Public Attendance: Cheryl McLeod

Mission and Vision: Read by Gina Byers

Heart Skills: Read by Tara Garcia

Agenda Additions: Lottery Enrollment Process, & Operating Agreement

1-D: Approval of Additional Items added to Agenda

Motion to approve adding Lottery Enrollment Process item to agenda on 10/15/2025.	
Proposed:	Jennifer Standke (Chair)
Seconded:	Gina Byers (Facilities)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain – None
Result:	Motion Passed

Motion to approve adding Operating Agreement design item to agenda on 10/15/2025.	
Proposed:	Jennifer Standke (Chair)
Seconded:	Gina Byers (Facilities)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain – None
Result:	Motion Passed

1-E: Approval of Previous Minutes

Motion to approve minutes from regular Executive session meeting on 09/17/2025	
Proposed:	Jennifer Standke (Chair)
Seconded:	Korrin Fyall (Treasurer)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - Angie Arpiainen (Vice-Chair), Justin Hemp (Secretary)
Result:	Motion Passed

Motion to approve minutes from regular session meeting on 09/17/2025	
Proposed:	Tara Garcia (HR/Policy)
Seconded:	Jennifer Standke (Chair)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - Angie Arpiainen (Vice-Chair), Justin Hemp (Secretary)
Result:	Motion Passed

Motion to approve minutes from special session meeting on 09/25/2025	
Proposed:	Gina Byers (Facilities)
Seconded:	Jennifer Standke (Chair)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

1-F: Public Comment

None

2-A: Administrators Report

Report from Ms. Raboli:

Enrollment:

- Currently at 217 students, potential for 218 next year

Attendance Report:

- 90% and above considered regular attendance, requirement equals 75 days enrolled
- Oregon State Assessment English performance met or exceeded expectations in 5 of 6 categories
- Science scores strong in 5th and 8th grade

Program + Activities

- FOS kits implemented in classes
- Outdoor School successful, good weather
- Playground equipment delivered 10/14/2025

Goal Setting

- November 10th scheduled for teacher goal-setting meetings

Fundraising

- Cougar Run exceeded goal, raised \$17,000 plus this year

Events and Updates

- Harvest event to be held at Red Berry Barn
- Fire inspection completed and passed
- Added crossing guards (asking for more volunteers)
- Playground construction will impact recess flow
- Charter school conference attended in Eugene
- SCS ranked number #2 charter school in Oregon by NICHE
- Monthly school tours returning, invites to board forthcoming
- Submitted Early Literacy Success School District grant early
- Meeting held with the playground installer on next steps and plans.
- David Lamb (PE Teacher) honored by local paper with the Silver Medal Award

Marketing

- Board discussion regarding engaging George Fox University marketing students
- Ms. Raboli to explore options

SSD Visit

- Sherwood School District admin is scheduled to visit campus October 27 at 10:00 a.m. The board is invited to attend.

Challenges:

- Coordinating recesses in the future during playground construction.

3-A: PAC Report

No Leadership in Attendance

3-B: Treasurer's/Finance Comm. Report

Korrin reported the school's financial ratios remain strong, with 30 days of operating expenses available and 90 days of unrestricted cash on hand. While the OneFund is still below the desired level, the Cougar Run provided a helpful boost, bringing the balance to approximately \$15,000 at the end of September. She is developing a more detailed financial health report and will provide updates at future meetings.

3-C: Fundraising Report

SCS continues to focus on increasing donations to the OneFund. The upcoming Harvest festival on October 22nd, will serve as an additional fundraising opportunity, with discounted tickets available for families.

4-A: Facilities Update

Gina reported she was unable to attend recent safety meetings due to a schedule conflict. She provided an update on the roof replacement project and noted that the board previously approved a \$20,000 budget. New bids were required because prior quotes had expired.

Roof Replacement Details:

- **Approved Budget:** \$20,000
- **New Bids Received:**
 - Interstate Roofing: \$14,000 (offers additional warranty for a price; noted the roof pitch is too low for shingles)
 - Columbia Roofing: \$28,000 (estimated one-week completion)
 - Fisher Roofing: \$18,000 for shingle roof, \$33,000 for metal roof (estimated two to three weeks)

Additional Considerations:

- At least two portables need roof work; possibility of a discount if multiple roofs are done together.
- Some companies indicated a metal roof provides longer durability, but it may cause noise disruption.
- Preferred materials order noted: metal roof first, membrane second.
- Shingled roofs align with standards commonly used by Sherwood School District.
- Future HVAC replacement needs to be considered when evaluating total project cost.
- Work could be scheduled during school breaks, such as Thanksgiving or Christmas.

- Roof work should not occur during playground construction.
- Any bid exceeding the approved \$20,000 budget would require a vote to increase the allocation.

Next Steps:

- Gina will connect with Angela in the office to coordinate with Fisher Roofing regarding next steps.
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4-B: Church Lease

The board reviewed the updated church lease, which now reflects a five-year term instead of the previous three-year agreement. The lease must be signed before playground equipment installation can begin.

Motion to approve new church lease on 10/15/2025	
Proposed:	Jennifer Standke (Chair)
Seconded:	Gina Byers (Facilities)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

5-A: Updated Deliverables & Calendar Planner

Angie will be updating the board's deliverables and calendar planning documents and will reach out for input from board members. The update will be extensive but necessary. Jennifer noted the importance of checking in with Joy to review the documents and remove any unnecessary sections or outdated wording.

5-B: HR/Policy Updates

Tara presented each policy to vote on and the changes made to each.
Personal Electronic Devices policy would go into effect Jan. 1st, 2026.

Policies: JFCEB – Personal Electronic Devices

JFCEB-AR – Request for Personal Electronic Devices Exception

JOA G1 – Directory Information

JHCA G1 – Immunization, School Sports Participation, Concussion and Other
Brain Injury

Motion to approve updated policy JFCEB - Personal Electronic Devices on 10/15/2025	
Proposed:	Jennifer Standke (Chair)
Seconded:	Tara Garcia (HR/Policy)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

Motion to approve updated policy JFCEB-AR – Request for Personal Electronic Devices Exception on 10/15/2025	
Proposed:	Angie Arpiainen (Vice-Chair)
Seconded:	Gina Byers (Facilities)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

Motion to approve updated policy JOA G1 – Directory Information on 10/15/2025	
Proposed:	Tara Garcia (HR/Policy)
Seconded:	Gina Byers (Facilities)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

Motion to adopt policy JHCA G1 – Immunization, School Sports Participation, Concussion and Other Brain Injury on 10/15/2025	
Proposed:	Jennifer Standke (Chair)
Seconded:	Gina Byers (Facilities)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

5-C: Charter Renewal

The board reviewed an update from the school's attorney regarding recommended changes to the charter, including increasing the requested funding level from 80 percent to 90 percent. The board also noted the need to approve legal fees associated with this work, not to exceed \$8,000. The action proposed was for Angie and Korrin to work with the attorney and Joy to complete the necessary updates.

Motion to appoint Angie to work with the lawyer on the SCS Charter Renewal on 10/15/2025	
Proposed:	Jennifer Standke (Chair)
Seconded:	Tara Garcia (HR/Policy)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

Motion to approve lawyer's fees up to \$8,000 for charter review/update on 10/15/2025	
Proposed:	Jennifer Standke (Chair)
Seconded:	Tara Garcia (HR/Policy)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

5-D: Lottery Enrollment Procedure Update

The Board reviewed updates to the lottery schedule. The main changes were:

- Kindergarten lottery selection will take place in February only
- Remaining applications after the lottery will be wait-listed in the order they were received.
- The lottery for grades 1 through 8 will take place in April.
- Due date for applications is the day before the lottery.
- Parents will now have 30 days from the time they are notified to accept enrollment.

Motion to adopt new lottery enrollment procedures on 10/15/2025	
Proposed:	Justin Hemp (Secretary)
Seconded:	Angie Arpiainen (Vice-Chair)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

5-E: Operating Agreement Design/Build

Jennifer proposed developing an Operating Agreement between the board and the school director and suggested assigning the project to a designated board member.

Motion to nominate Jennifer to work with Joy to develop an operating Agreement on 10/15/2025	
Proposed:	Gina Byers (Facilities)
Seconded:	Jennifer Standke (Chair)
Discussion:	None
Vote:	Aye - Unanimous Nay - None Abstain - None
Result:	Motion Passed

6-A: Board Comments & Communicators

Ms. Raboli noted the importance of pausing to acknowledge the school's strong charter ranking and the successful outcome of the Cougar Run fundraiser.

Jennifer informed the board that the 2025 OSBA conference information has been added to Dropbox and noted it may be something to consider attending next year.

Jennifer informed the board that the next meeting will be held in person at Sherwood Charter School in the Humanities room for those able to attend, with a Zoom option available for members who cannot join in person.

6-B: Thank You and Recognition

None

6-C: Next Regular Meeting

November 19, 2025 (In-person at SCS in the Humanities room and via Zoom)

6-D: Adjourn Meeting

Jennifer (Chair) adjourned the meeting at 19:27