



23264 SW Main Street, Sherwood, OR 97140

**Regular Session Meeting of the Board of Directors: January 21, 2026 6:00PM
Online via Zoom**

Recording: Justin Hemp (Secretary)

Meeting called to order: 1803 by Jennifer Standke (Chair)

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

Absent: None

Public Attendance: Angela Havlinek, Elise Iliscupidez

Mission and Vision: Read by Korrin Fyall

Heart Skills: Read by Tara Garcia

Agenda Additions: None

1-D: Approval of Additional Items added to Agenda

None

1-E: Approval of Previous Minutes

Motion to approve minutes with corrections from regular session meeting on 12/10/2025	
Proposed:	Korrin Fyall (Treasurer)
Seconded:	Tara Garcia (HR/Policy)
Discussion:	None
Vote:	Aye - Jennifer Standke (Chair), Angie Arpiainen (Vice-Chair), Justin Hemp (Secretary), Korrin Fyall (Treasurer), Tara Garcia (HR/Policy) Nay - None Abstain - Gina Byers (Facilities)
Result:	Motion Passed

1-F: Public Comment

None

2-A: Administrator's Report

Report from Joy Raboli (Principal):

Enrollment

- Current enrollment stands at 216 students
- One student added to the waitlist

- Winter Lottery applications: 29
- Spring Lottery applications: 20

- **Attendance:** December was 95.23%
 - December includes a two week holiday break, which could impact the monthly attendance rate.

Teacher & Learning

- Staff met on January 9, 2026 to review assessment data and strengthen implementation of new software tools.
- Continued planning for year long themes and goal setting aligned to math and ELA growth.
Reviewed OSAS testing progress monitoring and clarified teacher goal setting expectations.
- Staff morale reported as strong, with positive momentum after the two week break.

Student Performance

- DIBELS is being administered to measure reading fluency, with results expected next month.
- Staff are using Renaissance Freckle and STAR data to triangulate student performance trends across measures.
- STAR Math is being administered to identify skill gaps and guide targeted small group instruction.
- By February, the school expects sufficient data for a mid-year snapshot of student progress and instructional priorities.

Safety Committee

- Safety committee met on January 13, 2026 to review campus inspection items, facilities follow ups, and traffic safety.
- Safety systems were reviewed, including fire and panic alarm related items.
- Carline safety/traffic safety was also reviewed and a flyer sent to families last Thursday.
- Fire drill was completed successfully but exceeded the two minute goal.
- Next fire drill is scheduled for February 10, 2026.

Health and Safe School Plan

- School remains in compliance with Healthy and Safe Schools Plan requirements.
- Lead in water retesting was completed for two drinking water sources, with results under the EPA threshold and documentation posted on the school website.
- Required pesticide reporting was completed (minimal use noted).
- Upcoming required testing includes radon testing (2026) and the next comprehensive lead in water testing (2029).
- Gina Byers (Facilities) will check-in with Angela H. about coordinating radon testing.

Marketing Committee

- Marketing committee met on January 14, 2026.
- Survey review was postponed because results were not yet finalized in a shareable format.
- Next meeting will review survey results and develop a slogan and key messaging to guide the marketing plan.

Challenges:

- Delay of playground construction.
- Student & Staff winter sickness.

Goals Update:

- Met weekly with the new math teacher to review data and plan targeted small group instruction.
- Scheduled classroom observations and a follow up debrief to support instructional routines and next steps.

3-A: PAC Report

- Upcoming dance on February 12th.

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

- Increase in OneFund and overall financial measurements remain strong.
- Liquidity, cash position, and 30 day and 90 day reserves are in good standing.
- CDs have been renewed. .
- Audit has been received and will be reviewed by the treasurer and shared at the next meeting.
- Secretary must sign and date the approved minutes (electronic signature acceptable) and send to the Treasurer for bank signer updates.

Action: Justin Hemp (Secretary) electronically sign and date 12/10/2015 notes and share with the Treasurer to assist with updating bank signer(s).

3-C: Fundraising Report

None

3-D: Marketing Committee

- Marketing survey is pending return.
- Next meeting is approximately in two weeks and will review the survey.

4-A/4-B: Facilities Update

- Exploring installation of smart thermostats in rooms and buildings
- Water testing completed, low levels of lead detected in girls' bathroom.
 - Gina Byers (Facilities) will conduct additional testing and provide an update at the next meeting.

4-C: Lease Renewal

Board discussed lease items not fully covered during executive session, including the playground area, modular area, potential fencing, shared use wording, and related liability and insurance language.

Playground and insurance

- Board discussed whether current coverage is sufficient with the playground going in.
- PACE (insurance provider) reviewed the area and indicated current insurance is sufficient for the playground.
- Lease language regarding shared use and playground liability will be reviewed to ensure the landlord carries appropriate coverage when using the playground and does not rely on the school's insurance. Joy Raboli will check with PACE on whether insurance language needs to be modified.

Utilities penalties

- Board agreed to keep the utilities penalty language in the lease, noting utilities are paid on time and are part of rent.

Maintenance cap and budgeting

- Annual maintenance cap currently set at \$10,000.
- Church proposed removing the cap (unlimited) in the new lease.
 - Board emphasized the need to maintain a cap for budgeting and to limit exposure to major repair costs.
- Board discussed whether major repairs should be negotiated separately.
 - Clarity on the church's expected repairs and replacements over the next five years, including schedule, to support budgeting and negotiation.

Other lease language needing review

- Church revisions included multiple areas where wording shifted to "sole and absolute discretion" from "reasonable discretion," board identified that some areas appear acceptable and others need review.
- "Shared use" wording requires clarification, and several sections need additional review.
- Board plans to push back on early termination language with church leadership.

Action item

- Jennifer and Joy will meet with church representatives to discuss sticking points and report back to Matt Lowe (Lawyer) and board.
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5-A: Updated Deliverables & Calendar Planner

- Reviewed updated deliverables and calendar planning for board work and deadlines.
 - If anything is missing, board members should reach out to Angie Arpiainen (Vice President) so it can be added to the shared materials.
 - Angie Arpiainen (Vice President) will add any updates to Dropbox, email the board a link to the updated folder, will also share the link to the calendar in Dropbox for board access, and will share the updated calendar format once documentation and dates are aligned.
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5-B: Charter Renewal

- Charter renewal team met on January 14 with Matt Lowe (Lawyer) to review comments and current draft materials. Transportation language refinement was discussed as a key item to strengthen the renewal materials.
 - Team expects it will take a couple of weeks to complete remaining updates and finalize the renewal package.
 - Matt Lowe (Lawyer) drafted a letter to the Sherwood School District Superintendent formally requesting charter renewal and outlining the school's requests/ask.
 - Superintendent letter must be sent prior to February 1.
 - Next coordination and review is planned in the coming weeks, including a core team meeting scheduled for the week after next.
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5-C: Board/School Director - Operating Agreement

The board reviewed the School Director and Board Operating Agreement, including:

- The board's listed expectations for the Director (five expectations were referenced), and the Director's listed expectations of the board.

The board discussed reframing the document so expectations are presented as mutual expectations rather than two separate lists, with a clearer section describing what the board and Director expect from each other as a group.

Discussion included possible additions to the mutual expectations section, including:

- Respect for each other's time (recognizing board members are volunteers).
- How the board and school leadership advocate for and support each other.
- Working as partners, assuming positive intent, building trust, and maintaining professionalism in how concerns are raised and discussed.

Action: Jennifer Standke (Chair) will revise the operating agreement to reflect mutual expectations, incorporate the group's edits and additions (including respect for time and advocacy/support), and share a draft with Joy Raboli (Principal) for feedback before bringing it back to the board for final review and finalization.

5-D: Policy Updates

None

5-E: Administrator Review

Board discussed the Administrator Review process, which includes staff, teacher, and parent input, plus a board evaluation component using OSBA materials. All surveys will be anonymous. The results will support the board's discussion of Joy Raboli's (Principal) contract renewal.

Staff, Teachers and Parent Survey:

- Staff and teacher surveys will be sent out shortly, with approximately two weeks for responses.
- Parent survey distribution will use multiple channels to increase participation.
 - Sent home in green folders, QR code included in newsletters, Car line handout
- Surveys may be reconfigured or reworded to collect more actionable feedback from parents and teachers.
 - Two additional questions will be added:
 - One new question for parents, One new question for teachers

Board Evaluation & Board Responses:

- After survey results are received, the Chair will gather and compile results.
- The board will review results and complete an anonymous response survey.
- This board response process will take place in February and is expected to run for approximately two weeks.

Action: Jennifer Standke (Chair) will send the board a timeline via email covering: survey launch date and close dates, Board review window, and next steps leading into the contract renewal discussion.

6-A: Board Comments & Communicators

- Gina Byers (Facilities) shared that she volunteers for the school vision screening and reported it went very well and was completed quickly.
 - Korrin Fyall (Treasurer) shared she has noticed that the bus drivers have been consistently positive and excited to have SCS students on field trips.
 - Jennifer Standke (Chair) noted the annual meeting in May will include board elections, and asked members to notify the Chair and/or Angie Arpiainen (Vice-Chair) as soon as possible if they will not be serving on a committee or do not plan to return for the next term so replacements can be arranged.
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6-B: Thank You and Recognition

None

6-C: Next Regular Meeting

February 18, 2026 at 1800 (via Zoom)

6-D: Adjourn Meeting

Jennifer Standke (Chair) adjourned the meeting at 1934.



Justin Hemp - Secretary
SCS Board of Directors

Date: 03/01/2026