

SHERWOOD CHARTER SCHOOL  
BOARD OF DIRECTORS MEETING  
January 18, 2011

Sherwood Community Friends Church  
23264 SW Main Street, Sherwood, OR. 97140

MINUTES

Members present:

Liz Vohland – Board Chair  
Andy Jensen - Secretary  
Corey Werle  
Kim Young - Treasurer  
Roberta Schrader – Vice Chair  
Frank Canepa

Staff present:

Fred Puhl-Director

CALL TO ORDER and pledge of allegiance – 7:00 pm

CLASS PRESENTATION

Mrs. Burns' first grade class made a presentation on ocean life.

PUBLIC COMMENT

- none

APPROVAL OF MINUTES

Minutes of December 14th, 2010 board meeting – approved

Motion: Corey Werle

Second: Roberta Schrader

Vote: All aye

Action: Minutes approved

Minutes of December 14th, 2010 work session meeting – approved

Motion: Kim Young

Second: Corey Werle

Vote: All aye

Action: Minutes approved

REPORTS OF THE OFFICERS/DIRECTOR/OTHER

#### Director's Report – Fred Puhl

- Mrs. Burns is an excellent first year teacher, as demonstrated by the class presentation
- It's school board appreciation month – thanks to those who serve on the school board
- Beginning Monday, Liz and Fred will be working with the church on renewing our lease
- Work is continuing on our charter renewal
- Fred and Jan and the teachers are working on formative evaluations
- Field trip days will be from 8am to 12:30pm for all students, even if some are not leaving the school on off-campus trips, attendance will be counted, as it is part of our school hours, parents will be informed of the new schedule
- Question (Liz) – requested clarification of “formative evaluations”
- Question (Liz) – what is the status of ELL – one student from Newberg will have a meeting with parents and the school district, the two districts are working it out
- Question (Liz) – we must tell the church of our intent to renew by the end of January – should we push this out so we can have more budget discussion among the board? Resolved – keep the meeting with the church, make it informational, no decision. Must provide lease to SSD by 1<sup>st</sup> of May
- Question (Roberta) – Why does our school not have a science fair? Answer – we will have one for the middle school
- Question (Roberta) – what about a yearbook? Answer – the student council is working on it
- Mr. Puhl – 14-15 projects at around \$6000 have been funded through “Donor's Choice”

#### Treasurer's Report – Kim Young

- Financial report was reviewed
- Roberta requested that the Visa statement be included with the financial report so more detail is shown on purchases
- “Rightway Computers” does maintenance on our computers – what is the hourly rate? Fred will check
- Equipment received through “Donor's Choice” needs to be tracked and reported
- Twelve hours of maintenance work was done over holiday break, some of the list was completed, but not all
- Fred – need to look at maintenance needs for Summer, and plan for it – it is more than is budgeted for ongoing work during the year
- We are paying \$82 /month for storage of PE and recess equipment
- Budget process is starting – preliminary budget is due by March 15th

#### NEW BUSINESS

- A letter was received from the church concerning bullying and vandalism – the administration has dealt with the situation, the parent involved feels the situation has been taken care of satisfactorily. Liz Vohland will address a letter in reply.

- The board discussed whether we should pay the fee required to maintain our chamber of commerce membership, it was decided to not renew for now, and let the new director have input into whether it would be used and valuable.

#### BOARD DISCUSSION

- Calendar – on track with upcoming deadlines
- Sign permit update – will pay \$150 sign permit for “wall sign” and install the sign

#### BOARD COMMENTS/ANNOUNCEMENTS

- Fred – staff would like to be involved in new administrator selection process (sit in on interviews)

#### ADJOURNMENT

Motion: To adjourn the meeting – Roberta Schrader

Second: Frank Canepa

Action: Meeting adjourned at 8:24 pm