

SHERWOOD CHARTER SCHOOL
BOARD OF DIRECTORS- ANNUAL MEETING
Tuesday, June 21, 2011 at 7:00 PM

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

MINUTES

Attending:

Liz Vohland - Chair
Kim Young - Treasurer
Andy Jensen - Secretary
Frank Canepa
Corey Werle
Fred Puhl - Director
Nora Stuckey - Staff

1. **CALL TO ORDER** - 7:03pm
2. **PLEDGE OF ALLEGIANCE** - all present were led in the Pledge of Allegiance
3. **PUBLIC COMMENT** - none
4. **APPROVAL OF MINUTES**
 - a. Motion (Kim Young): To approve May 17, 2011 Board Meeting minutes. Second (Frank Canepa) - All Aye, minutes approved.
 - b. Motion (Kim Young): To approve May 26, 2011 Special Board Meeting minutes. Second (Frank Canepa) - All Aye, minutes approved.
5. **REPORTS OF THE OFFICERS/DIRECTOR/OTHER**
 - a. Director's report-Fred Puhl (Fred not present at this point in the meeting)
 - b. Treasurer's report-Kim Young
 - i. financial statements were reviewed
 - ii. utility bills reconciliation - due to a miscommunication, SCS had not been paying the verbally agreed upon \$250 estimate of SCS portion of utilities per month with a yearly true-up with the church. It was in the budget, but not paid. This will be added to our lease agreement. Will be taken care of at July meeting.
 - iii. bank signature cards - need to be redone with Jan, Corey, Kim, Andy
 - iv. audit update - due October 15th
 - v. replacement of lunch room windows with safety glass - will get pricing
 - vi. bids for wall reconfig - contractors need plans in order to give accurate (binding) bid
6. **ACTION ITEMS**
 - a. Discussion and approval of 2011-2012 budget
 - i. Motion: (Liz Vohland) To adopt revised 2011 - 2012 budget with a 4% raise for staff and 10% increase for Director/Principal salary. Second (Andy Jensen) - All Aye.
 - b. Authorization to sign engagement letter with Pauly Rogers and Co.
 - i. Motion: (Andy Jensen) To authorize Kim Young to sign the engagement letter with Pauly Rogers and Co. Second (Liz Vohland) - All Aye.
 - c. Approval of new Director/Principal contract

- i. Motion (Frank Canepa) To approve the new Director/Principal contract.
Second (Kim Young) - All Aye

7. BOARD DISCUSSION

- a. Health insurance - a specific policy needs to be created for next year specifying how many hours of work qualifies an employee for coverage.
 - i. Motion: (Andy Jensen) To set the policy that for purposes of qualifying for insurance coverage, an employee must work a minimum average of 17.5 hours per week. Second (Frank Canepa) - All aye
- b. Summer board training - options and costs were discussed
- c. Room renovation - rough bids were presented by some contractors, they need plans to give firm bids. The board discussed pros and cons and costs of moving the wall to the end classroom.
- d. Movie policy - copyright infringement issues were discussed, as well as the need for a policy for teachers on showing movies in class.
- e. Calendar update - calendar was discussed

8. BOARD COMMENTS/ANNOUNCEMENTS

- a. Jim Farner will research options and costs for purchasing storage of PE equipment, we are currently leasing a container.

9. ADJOURNMENT

- a. **Motion** (Kim Young) To adjourn the meeting. Second (Andy Jensen). All Aye, meeting adjourned at 8:41pm