

SHERWOOD CHARTER SCHOOL  
BOARD OF DIRECTORS MEETING  
September 20<sup>th</sup>, 2011

MEETING LOCATION  
SHERWOOD COMMUNITY FRIENDS CHURCH  
23264 SW MAIN ST. SHERWOOD, OR. 97140

MINUTES

MEMBERS PRESENT:

LIZ VOHLAND – CHAIR  
ANDY JENSEN – SECRETARY  
Kim Young -VICE CHAIR  
Corey Werle- TREASURER  
Frank Canepa  
Jenelle Christensen  
Jim Farner  
Jan Smith - Principal

1. CALL TO ORDER 7:00 PM
2. All present were led in the Pledge of Allegiance
3. Public comment – none
4. Teacher/student presentation – none
  1. Mrs. Kristin Carlson was introduced to the board – new arts teacher
5. Motion: (Kim Young) To approve the minutes from 7-19-2011 board meeting  
2<sup>nd</sup> – Jenelle Christensen – all Aye, minutes approved  
Motion: (Kim Young) To approve the minutes from 8-16-2011 board meeting  
2<sup>nd</sup> – Frank Canepa – all Aye, minutes approved
6. Reports of the officers/director/other
  1. Administrator’s report – Jan Smith
    - Core knowledge conference update – conference was cost prohibitive, looking at other options for the future
    - Enrollment update
      - 20 in K with none on the wait list (20/0)
      - 1<sup>st</sup> – 22/10
      - 2<sup>nd</sup> – 21/10
      - 3<sup>rd</sup> – 21/5
      - 4<sup>th</sup> – 22/9
      - 5<sup>th</sup> – 22/5
      - Middle School – 67 total 27 in 6<sup>th</sup>, 23 in 7<sup>th</sup>, 17 in 8<sup>th</sup>
      - 195 total students (budget based on 180 students)
    - Jan is informally surveying middle school students, some have expressed “I feel happy here”
    - Hallmark of the school – parent engagement and academic rigor
    - Teachers attended Sherwood SD training and will teach the other teachers
    - School is utilizing online technology/applications (i.e. Google docs)
    - Jan discussed the creation and use of school and teacher websites
  2. Treasurer’s report – Corey Werle
    - Financial statements were reviewed and found to be in order
    - Audit update – 2010 management discussion and analysis completed, due to SSD by Oct



7. Action Items
  1. Approval of liability insurance provider
    - Motion (Kim Young): That the Sherwood Charter School becomes OSBA members for 2011-2012 school year. 2<sup>nd</sup> – Frank Canepa. All Aye, motion carries
    - Motion (Liz Vohland): That we choose Pace as our liability insurance provider for the 2011-2012 school year. 2<sup>nd</sup> – Kim Young. All aye, motion carries
    - Motion (Jenelle Christensen): That we adopt the enrollment lottery policy as documented in 8/16/2011 board meeting minutes. 2<sup>nd</sup> – Kim Young. All Aye, motion carries.
    - Motion (Liz Vohland): To amend the calendar to make Friday, October 14<sup>th</sup> a teacher work day / professional development day (non-student day). 2<sup>nd</sup> – Frank Canepa. All aye, motion carries.
8. New business
  1. Lottery timeline discussion – discussed options for lottery dates, no decision
  2. Mission / vision process – discussed workshop funded by grany money
9. Unfinished business
  1. Modular purchase option – Jim Farner - \$58k and \$60k for purchase of modulers we are currently leasing. It was discussed that we are not in a position budget-wise at this time to pursue a purchase.
  2. Procurement of storage unit for PE – \$2800 to purchase, \$90/month to lease. No action this time, will revisit next year
  3. Update on replacement of lunch room windows with safety glass – scheduled for Friday Sept. 23<sup>rd</sup>
  4. Calendar update – Audit due to SSD on October 15<sup>th</sup>
10. Board comments / announcements
  1. Dianne Wright from MITCH Tigard is leading a trip to Washington DC
11. Adjournment – Motion (Kim Young): To adjourn the meeting. 2<sup>nd</sup> – Corey Werle. Meeting adjourned at 8:35pm