

# SHERWOOD CHARTER SCHOOL

## BOARD OF DIRECTORS MEETING – DRAFT MEETING MINUTES

Date: Thursday, February 21, 2013 at 7:00 PM

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

### Attending:

Janelle Christensen—Chair

Corey Werle—Treasurer

Keith Halasy—Secretary

Andy Jensen

Frank Canepa

Joy Raboli

### 1. Call to order: 7:00PM

- Pledge of Allegiance
- Reading of Sherwood Charter School Mission

### 2. Teacher Presentation

- Presentation by Karsen O'Bryan and representatives of the 4<sup>th</sup> grade class regarding their Lewis and Clark project.
- Joy and Karsen reviewed curriculum integration concepts undertaken in 4<sup>th</sup> grade class

### 3. Public Comment

- None

### 4. Approval of Minutes

- Jan 20, 2013 Board Meeting minutes

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| <ul style="list-style-type: none"><li>▪ Motion from Jenelle: approve minutes as provided</li><li>▪ Second: Keith Halasy</li><li>▪ Board vote: All ayes; minutes approved</li></ul> |
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### 5. Reports to the Officers/Administrator

- Reviewed Treasurer's Report—January 2013
  - Reviewed P&L Summary
  - Reviewed Income Statement
  - Reviewed Balance Sheet
  - Reviewed Accounts Payable
  - Reviewed Aging Statement
  - Review credit card charges and checks written
- Joy reviewed the February 2013 Administrator's Report
  - Review of student count; currently at 200, but could move to 201 this week
  - Reviewed initial progress with OAKS testing; piloting testing for new Common Core Standards

- Reviewed progress of safety committee
- Reviewed progress of uniform committee
- Reviewed initial steps of middle school team
- Reviewed recent school activities including the first holiday sing-a-long and the selection of the school mascot, the “Cougars”
- Reviewed new procedures for teacher evaluations

**6. Committee Reports**

- Budget Committee
  - Upcoming meeting to move forward on next year’s budget
- Facility Committee
  - Reviewed elements of response from church on lease continuation beyond 2015; including requests made regarding shared areas, use of office space, use of the youth room, placement of the counselor’s office
    - The Friend’s Church did not agree to several requests
    - Finding a solution for the placement of the counselor’s office deemed highest priority
  - Board to get comments back to the Facility committee for a formal response back to the church

**7. Action Items**

- New Uniform Policy
  - Joy reviewed steps taken by uniform committee to develop new uniform guideline recommendations
  - Nora Stuckey reviewed changes to the uniform guidelines submitted
  - Motion by Corey to amend uniform guidelines as written and supplied by the uniform committee
    - Motion seconded by Jenelle
    - Board Vote: all ayes, motion passes
- OSBA Policy
  - SCS currently references Sherwood School District for certain key policies, which need to be tailored specifically to the needs of SCS. Renee had requested funding of \$1000 to purchase a la carte policies from OSBA.
    - Bullying policy
    - Complaint policy
  - Keith to review available content on policies and ability to effectively draft custom policies specific to SCS without budget outlay; to report on progress and recommendations in March 2013 board Meeting.
- Budget Adjustment
  - Joy has recommended movement of funding for furniture on budget to staff development. No furniture has been purchased and no purchases are planned.
    - Motion by Jenelle to approve movement of \$500 budget for furniture to staff development.

- Motion seconded by Corey
- Board Vote: all ayes, motion passes

#### **8. Unfinished Business**

- Class Sizing
  - Andy reviewed input from parents from the online survey conducted
    - Overwhelming support in 70 responses (~80% agree with increase)
    - Common themes among those disagreeing
      - Key reason for selecting SCS is small class size; raising to 25 gets too close to other schools in district
      - Ability to fit additional students/desks in class rooms
  - Will look to finalize information gathering over the next 30 days in preparation for vote on the issue in March 2013 board meeting
- Board vacancies
  - No progress to date on efforts to advertise positio
- Policy
  - Discussion to be delayed until the next meeting

#### **9. Calendar Items**

- Schedule curriculum work session—held over to next month
- Tentative date for special session to approve budget of March 7, 2013

#### **10. Board Comments**

- Next Board Meeting – March 21, 2013
- Tentative Special Meeting of the Board for budget vote – March 7, 2013

#### **11. Adjournment**

- Motion from Janelle Christensen: adjourn board meeting at 8:29p
- Second: Keith Halasy
- Board vote: all ayes, meeting adjourned at 8:29pm