



**Regular Board Meeting Minutes**  
**M.I.T.C.H. CHARTER SCHOOL**  
**Dec. 19, 2013, at 7:00 PM, Thursday**

19550 SW 90<sup>th</sup> Court  
Tualatin, OR 97062

**Members Present:** Christa Griffiths, Jason Holland, Andrew Vance, Steve Burke, Julie Bosket, Donna Capodacqua

**Members Absent:** Wayne Laird

**Guests:** Shawn Benefiel, Dianne Wright, Beth Hudson, Monica Brisan and Deepa Sarangapani

**CALL TO ORDER:** 7:02 PM meeting called to order by Christa Griffiths. Role called by Andrew Vance

**1. PLEDGE OF ALLEGIANCE AND MISSION STATEMENT**

The Pledge is recited. The Vision statement is read by Jason Holland and the Vision Statement is read by Christa Griffiths.

**2. PUBLIC COMMENT:** Shawn Benefiel from Sonitrol gives a presentation about security systems specifically tailored for schools. He provides board members with three bids from Sonitrol. Some of the parents present asked some questions of the Board about possibilities for a security system.

**3. TEACHER LIAISON REPORT:** Dianne Wright reports the teachers provided tulip bulbs for the Board members. The same bulbs have been used as a fund raiser in the past for the 3rd and 5th graders and this could be a fundraiser again if someone wanted to take this on. These bulbs have also been planted around the school. Dianne thanks that Board on behalf of the teachers for the bonuses. Please see the attached Teacher's Report dated 12/19 for the rest of the items that Ms. Wright spoke about.

**4. APPROVAL OF THE MINUTES:**

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Motion to approve the November 2013 minutes as presented in draft "B" made by Steven Burke and seconded by Donna Capodacqua. All members for in favor. Motion passes.

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Motion to approve the October 2013 minutes as presented in draft “B” made by Jason Holland and seconded by Julie Bosket. All members vote in favor. Motion passes.

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5. **DIRECTOR’S REPORT:** Mrs. Meyer reported that as far as Student Achievement and Development goes, backpack hooks will be installed in the gym. Regarding the School Improvement Committee, they are reviewing OAKS data from the 2012-2013 school year. Ms. Meyer goes on to report that regarding Staff Performance and Development that a full cycle of Annual Observations will be completed in January. She also reports that a new Spanish Teacher, Rebekkah Cammack will begin classes on January 6, 2014. Mrs. Meyer states that the annual review with TTSD went well. Finally regarding Facilities and Safety Management, Mrs. Meyer reports that thus far this school year there have been eight suspensions; six for fighting, one for possession of a knife and one for other reasons. She reports that there are no past records of suspensions available to compare with this year. Injuries at the school are being tracked and there was one incident of vandalism involving damage to art in the hall that has yet to be fully investigated and resolved. Mrs. Meyer states that regarding the Sonitrol presentation earlier tonight in the meeting, having cameras would have been helpful regarding a student that broke their arm during a football game and the incident of vandalism that also recently occurred.
6. **COMMITTEE REPORTS:**
  - A. Finance Committee: Will be deferred to the January meeting due to the Treasurers absence.
  - B. SIP Committee was covered in the director’s report.
  - C. Playground Committee will wait to meet until after the holidays.
7. **ACTION ITEMS:** None
8. **DISCUSSION ITEMS:** Jason Holland made a slide proposal regarding approaching Frontier about playground space. The Playground Committee will take this on. There was also discussion about Board job descriptions. Board members will review these to discuss at next work session with the hope to implement them in early 2014.
9. **PUBLIC COMMENT:** None
10. **BOARD COMMENT:** Steve Burke commended Mrs. Meyer for doing an excellent job assuming the duties of director, other Board members concur. Christa Griffiths brought up the idea of having a student representative present at the Board Meetings as TTSD does. Jason Holland asks about what the STEAM fair will look like and Mrs. Meyer reports that the plans will be formalized on January 13, 2014. Andrew Vance asks about the donor wall. Monica Brisan volunteers to speak with Paula B. about having access to move the wall to the school for installation. Jason Holland and Andrew Vance volunteer to move the

wall to the school. Donna Capodacqua thanks the volunteers, teachers and school staff for their work noting that it was energizing to be around the school during the school day.

**11. ADJOURNMENT:**

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Steven Burke makes a motion to adjourn the meeting at 9:03 p.m. and it is seconded by Julie Bosket. All members vote in favor, motion passes.

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The next Board meeting will be Thursday January 16, 2014 at 7:00 PM. There will be a work session on immediately preceding the meeting on January 16, 2014 which will begin at 6:00 PM.