



**Regular Board Meeting Minutes**  
**M.I.T.C.H. CHARTER SCHOOL**  
**Apr. 17, 2014, at 7:00 PM, Thursday**

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

**Members Present:** Donna Capodacqua, Julie Bosket, Wayne Laird, Christa Griffiths, Jason Holland, Andrew Vance, Steven Burke, Melissa Meyers

**Members Absent:** None

**Guests:** Beth Hudson, Renea Ostermiller, Lisa Gilbertson, Joanna Shetler, Tiffany Wa, Stephen Pfeuffes, Monica Brisan, Shana Hildreth, D. Wright, Lindsay Childers, Sommer Kelly, Michele Vitali, Deepa Serangapani.

**CALL TO ORDER: 7:02**

- 1. PLEDGE OF ALLEGIANCE AND MISSION STATEMENT**"M.I.T.C.H. Charter School will educate students to become confident leaders in our community, nation, and world through academic excellence. Our mission is to integrate the learning environment with proven instructional strategies and to develop an enriching educational experience for all students. M.I.T.C.H. Charter School will provide a classical education with a sequential rigorous curriculum that is rich in literacy, culture, history, language and arts using multi-sensory instruction that combines real world experiences and applied knowledge."
- 2. PUBLIC COMMENT:** Deepa Serangapani comments that while an assembly recognizing students with good grades and attendance is great, students who participated in the spelling bee weren't recognized appropriately.
- 3. Executive session: ORS:** "To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing." pursuant to ORS 192.660(2)(i) 192.660(2)(b). Andrew Vance makes a Motion to ratify the actions the ED on April 11, 2014. Donna Capodacqua seconds the motion. There is no discussion. All vote in favor - motion passes.
- 4. TEACHER LIAISON REPORT:** See attached.
- 5. MINUTES:** Andrew Vance makes a Motion to approve minutes for the March 20, 2014 meeting as presented. Steven Burke seconds the motion. There is no discussion. All vote in favor - motion passes. Jason Holland makes a motion to approve the minutes from the Special Meeting on April 3, 2014, Julie Bosket seconds the motion. There is no discussion. All vote in favor - motion passes.

## 6. COMMITTEE

Finance Committee: Did not meet. Wayne reports no serious changes - June expenses are always higher because of higher payouts to teachers but the school continues to be in a very strong position. Wayne Laird makes a motion to approve the financials as presented for checks 8397 - 8447 and hand written checks 8512 and 8513 in the amount of \$111614.64 Steven Burke seconds the motion. There is no discussion. All members vote in favor - motion passes.

SIP Committee: see attached.

Parent Committee: Beth Hudson gives an update: Upcoming fundraiser at BurgerVille on Highway 99 in Tigard on May 5th. Clothing/textiles recycling fundraiser will be May 27-29. April parent meeting, town hall style was successful with a good turnout. There is a plan for addition meetings of this type next year. At the May meeting there will be planning leadership and fundraising for next year. A subcommittee met to discuss the uniform policy. Proposals will be made to the board.

Playground Committee: Did not meet but will meet April 22nd.

**8. DIRECTORS REPORT:** See attached. A final selection of the mascot was made. Chamber of Commerce meeting was held at MITCH for April. Senator Devlin will be visiting the school on April 29th. There are two schedule possibilities for Ag. Fridays, either back to back or alternating. Melissa Meyer will make a decision. Insulation in the gym will be repaired and a screen was installed in the 6th grade room. 2 trees were removed to open up the garden to the sun.

Christa Griffiths makes a motion to extend the meeting as needed, Julie Bosket seconds the motion and all in favor - motion passes.

## 9. ACTION ITEMS:

Steven Burke recommend the creation of Board Outreach Committee to recruit new members. Discussion is held about trying recruiting members with specific abilities and areas of interest such as agriculture, marketing, accounting, legal etc. Steven Burke makes a motion to form a committee to recruit board members. Jason Holland seconds the motion. Discussion about bylaws in regard to appointing a chair of the committee ensues. Steven Burke will chair the committee. Jason Holland and Donna Capodacqua will participate and the committee will be open to community members as well. All vote in favor motion passes.

Mission & Vision change proposal: See attached. Some discussion and minor changes were recommended. This will be tabled until May 1st.

- 7. DISCUSSION ITEMS:** Proposal from teachers for a Teacher Advisory Board Member as suggested by the teacher liaison. This will require a change in the by-laws. Christa Griffiths recognizes the teachers for bringing this idea forward. Discussion about this is tabled for another meeting.

Annual Meeting: Steven Burke talks about ideas for the annual meeting to draw parents into the meeting such as vision, planning for next year, renewal of charter etc. The Chair discusses the possibility of having a regular May board meeting in addition to the annual meeting. Further discussion ensues.

By-laws discussion is tabled.

Board retreat: Steven Burke talks about having a board retreat to address planning, policy and preparation for the renewal of the charter. Christa Griffiths suggested having OSBA help facilitate this retreat. Further it is suggested to have this retreat after July 1st when new board members come on. Dates are discussed. July 19th was agreed upon at 9:00 a.m. Location will be determined.

- 8. PUBLIC COMMENT:** Beth Hudson comments that a school calendar with the Core Knowledge events would be helpful. She also comments that in her research she feels that many Charter Schools do have teachers on their Board of Directors. Steve Pfeuffer comments about his child being upset about free dress day and dress code concerns regarding enforcement. Several board members recommend pursuing the complaint policy. He also asks for clarification of the behavioral plan for 2014-2015 school year. Christa Griffiths states that it is in formation and that the Executive Director is working on it. This plan can be seen at the ODE website, it is called the School-wide Positive Behavior.

Michelle Vitali comments that in regard to the Ag. Friday schedule, it seems like most families would like the “hybrid” version. She agrees with Wayne Laird to include MITCH in the vision statement. She also asked if “in kind” contributions are counted separately from fundraising. Wayne Laird confirmed that they are. separately from Rene comments that in regards to board recruitment to include a focus on agricultural experience/expertise as well as someone focused on fundraising.

- 9. BOARD COMMENT:** JH: suggests a guidebook for board members. The email with the link will be re-sent. He also requests written minutes from committees be submitted to the secretary. Also that the board should be better about workflow - moving issues forward and having votes on business items instead of having multiple discussions, even projecting agenda items out a couple of months. He also asks that board members make a better effort to be prepared for meetings. He also comments that recognition/awards could have a stronger presence to move kids toward achievement. Finally - that the board should move more toward governance and away from day to day functions. Melissa Meyer states that she would like to hear specifics about what that would look like.

**10. ADJOURNMENT:** At 10:20 Steven Burke makes a motion to adjourn, Jason Holland seconds the motion. All members vote in favor and the motion passes.

The next scheduled MITCH Board Meeting is a Special meeting scheduled for Thursday May 1st, 2014 at 6:00 p.m.