



Regular Board Meeting Minutes –DRAFT B

M.I.T.C.H. CHARTER SCHOOL

Thursday October 18, 2014, 7pm

19550 SW 90th Court
Tualatin, OR 97062

Members Present: Jason Holland, Wayne Laird, Julie Bosket, Kurt Ostermiller, Donna Capodacqua, Christa Griffiths and Melissa Meyer (non-voting)

Members Absent: Jody Blakely, Steven Burke, Lindsay Childers

Guests: Beth Hudson, Cristina Heim, Tiffany Wallace-Anderson, Renea Ostermiller, Deepa Sarangapani, Monica Brisan, Matthew Meyer, Jullie Ronnie, Michele vitali, Scott Ronnie, Will Hoskin, Shasta MacLean, Karen Matsouka.

The Multi-Sensory Instruction Teaching Children Hands-On (M.I.T.C.H.) Vision & Mission M.I.T.C.H. Charter School, where every child excels academically, pursues a Core Knowledge Foundation School of Distinction designation with agriculture fully integrated throughout our curriculum.

Our mission is to teach a coherent, cumulative, and content-specific curriculum in language arts, history, geography, mathematics, science, the arts and agriculture so that our students become literate, knowledgeable, and confident leaders serving our community, nation and world.

I. Call to order, roll call, pledge, and mission statement 7:02pm

II. Approval of the Modified Agenda

Motion by: Donna

Second: Julie

For: All

Agenda approved

III. Approval of the September Meeting Minutes

Version B was distributed to all members. A header said draft A, and should be revised, otherwise ok.

Motion by: Christa

Second: Donna

For: All

Motion approved

IV. Public Comment

No Public comments

V. Board Communication

This is new recurring section to close communication loops. Jason introduce the board “hotsheet” Topics include communication items, newsletter, monthly fireside chats with Board Chair & Director, and board communications will now be an agenda item.

VI. Committee Reports

A. Director's report

- Melissa updated the board on the Frontier Property. An initial contract for usage of the green space for the property next door has been sent and Frontier has responded with some insurance requirements. The contract should be ready for board approval next month. Jody & Kurt are helping Melissa put plans in place for its usage, including fence gates field modifications and others. A Community ribbon cutting will be co-hosted with MITCH and Frontier. A safety crosswalk was also discussed.
- Student Enrollment was discussed. Currently we have 242 students budgeted and only 223 enrolled. Openings are in 3rd, 5th, 7th & 8th. Melissa is working on marketing strategies, along with Lindsay Childers and Kurt Ostermiller for strategic planning (see discussion item). Discussed the ODE report cards. Numbers are holding similar to last years. Melissa is opening dialogue with TTSD to encourage communications, and possible links to resources. Visitors' in the near future include the Tigard Tualatin School Superintendent, TTSD board members, and Rachel Stuckey, our TTSD liason. Also discussed elements of curriculum changed this year, including the Core Knowledge reading program which is shown to be already working.
- Hot lunch update. Melissa anticipates a hot lunch program starting Nov. 1st. A preview from local vendors will be Oct. 22.

B. Finance Committee

Wayne updated the board: Fiscal Year/Audit is complete and has been sent to the State. The report will be sent to all member.

Bookkeeping has transitioned to in House, effective October 1. Admin at the school will need to increase, but we will no longer have the accountant to pay, and will offset the admin increase. Melissa is working on the revised job description.

A budget review will be in November for 2014/2015 and possibly future projections. We will need to review the budget for a possible ADM shortfall. Spending is up this time of year, due to school startup) but levels off as the year goes on.

- **September Financials**

Wayne makes a motion to approve September expenditures, \$115,869.44, including checks #8676-8737 and associated electronic checks and hand checks.

Motion by: Wayne

Second: Julie

For: All

Motion Passes

VII. Discussion Items

A Strategic Plan for the School was discussed at the Executive Committee meeting. Lindsay Childers, and Kurt Ostermiller are leading the ad-hoc committee. Kurt updated the board on the Plan. The kickoff will be October 21. There will be 3 areas of strategy: Strategic, Financial, and Marketing, in order to create a roadmap for longterm.

VIII. Public Comment

Deepa Sarangapani - Asked if the board had considered guest speakers at board meeting or town hall type meeting. Jason & Melissa agreed this was a good idea. A small discussion was held regarding Marketing, News stories, and Google Searches of MITCH Charter School. More op-ed pieces could be written to counteract the negative searches. Also, no good fix seems to be available to the old Calvin address.

Renea Ostermiller & Christa Griffiths updated the group on the Spring Fling Auction. It is anticipated for the 1st weekend of March. Next auction meeting will be October 21, 2014

Beth Hudson – updated the group on upcoming Parent Committee activities, including:

- Pie Orders due by Oct. 30
- Candy Buy back Nov 5
- Barnes & Noble bookfair Nov. 21
- Pizzicato & a can drive in December
- Student Showcase in January

X. Board Comment

Jason recognized Dionne Allison for his countless volunteer hours for the server & wi-fi upgrades, Maya Brisan for her work on the Ag-Calendar award for the AITC Calendar Art Contest and Renea Ostermiller and cohorts on the new MITCH Fox Flyer, newsletter. Jason also requested the board continue to send in Agenda items.

XI. Adjournment -

Motion by: Jason

Second: Julie

For: All

Against: None.

Meeting ends 8:24pm.

UPCOMING MEETINGS:

Fireside Chat
October 24, 2014, 5:30

Board Executive Committee - Open Discussion
November 4th, 7pm

Parent Group Meeting
November 6th, 7pm

Regular Board Meeting
November 20th 7pm