

Administration:
Melissa Meyer, Executive Director
Shasta Maclean, Assistant Principal



BOARD MEETING MINUTES M.I.T.C.H. Charter School

<https://sites.google.com/a/mitcharterschool.org/board-of-directors/>

Date: December 17th, 2015

Place: 19550 SW 90th Ct.
Tualatin, OR 97062

Members:
Donna Capodacqua, Chair
Don Zinter, Treasurer
Jason Holland, Secretary
Christa Griffiths
Jody Blakely
Ian Gordon-Knight
Carrie Carlson
Caitlin Blood
Brittany Leonard
Brent Savage
Jeff Demland

Website: <https://sites.google.com/a/mitcharterschool.org/board-of-directors/meetings/2015-16/06-dec15>

Members Present: Donna Capodacqua, Don Zinter, Jason Holland, Jody Blakely, Brittany Leonard, Jeff Demland (arrives 6:40,) Brent Savage (arrives 7:01 via phone,) Ian Gordon-Knight (arrives 7:03 via phone,) Carrie Carlson (arrives 7:08 via phone.)

Members Absent: Christa Griffiths, Caitlin Blood

Guests: Diane Bonica, Kirsten Johnson

Call to order: Donna Capodacqua called to order the regular meeting of the Board of Directors at 6:33pm on December 17th, 2015 at MITCH Charter School without quorum. A quorum of members was obtained prior to any official motions were made and voted upon. Quorum was achieved at 6:40pm.

PSO Update: Donna read the update from the PSO.

Agenda approval: *Motion to approve the meeting agenda as drafted* was made by Donna, and seconded by Jody at 6:55pm after quorum was achieved. Donna, Don, Jason, Jody, Brittany, and Jeff voted in favor.

Board Minutes Approval: *Motion to approve the minutes as circulated from the previous board meeting in November* was made by Don, and seconded by Donna. Donna, Don, Jason, Jody, Brittany, and Jeff voted in favor.

Public Comment: There was no public comment.

Director Update: Melissa updated the board on the successful TTSD annual presentation.

Committee Report – Finance: Don gives and update on the November financials. 1st finance committee meeting was held. The committee reviewed check numbers 9360 thru 9382. *Motion was made to accept the finance committee meeting minutes by Don, and seconded by Jody.* Votes in favor: Don, Donna, Jody, Brittany, Jeff, Brent, Ian. Jason abstains.

Action – Contract with NWEA for MAP: Carrie reviews the Measures of Academic Progress (MAP) from Northwest Evaluation Association. Recommendation to purchase license and training from NWEA for MAP services. *Motion was made to enter into contractual agreement with NWEA for a master subscriptions to the MAP program for \$6475* made by Jason and seconded by Donna. Don, Donna, Jody, Brittany, Jeff, Brent, Ian, Jason and Carrie vote in favor.

Action – Lottery Policy Change: Melissa reviewed the recommendation to change policy H-1 for student enrollment. *Motion was made to accept Melissa's recommendation to change the order of priority as per option 1 in the recommendation* was made by Donna and seconded by Don. Donna, Don, Jody, Brittany, Jeff, Brent, Ian, Jason and Carrie vote in favor. Melissa will bring official H-1 policy documentation to the January meeting.

Discussion – Aftercare: Kirsten Johnson discussed vendors (YMCA, Vermont Hills Family Life Center and Peninsula Care Center) that offer aftercare programs and details were reviewed. Kirsten recommends YMCA. Kirsten will bring a contract for the next meeting to vote on.

Discussion – Branding: Brittany leads a whiteboard discussion of branding focusing on who we (MITCH) are, and who our audience is.

Public Comment: There was no public comment.

Board Comment: Donna thanks the board for their work. Don comments about the TTSD board meeting and notes the differences between MITCH and TTSD.

Motion to adjourn at 8:10 made by Don and seconded by Brittany. All vote in favor.

Minutes Submitted by:

A handwritten signature in black ink, appearing to read "Jason Holland". The signature is fluid and cursive, with a large loop at the end.

Jason Holland, Secretary (1/21/16)