MITH Charter School Board Meeting 8-3-2017
https://sites.google.com/a/mitchcharterschool.org/board-of-directors/home

Date: August 3rd, 2017
Place: MITH Charter School
19550 SW 90th Ct.
Tualatin, OR 97062

Lease - July 2010
Charter - July 2008 - June 30, 2018

1. Opening Items
   A. Call to order 6:32pm.
      a. Karen makes a motion to approve tonight’s agenda. Donna
         seconds. All vote in favor, motion is approved.
      b. Board Attending: Donna Capodacqua, Jeff Demland, Karen Forman,
         Jacqueline Fassett, Todd Olson, Eric Rasmussen, Lindsie Bailey
      c. Public Attending: Kate Ark, Victor DeFilippis

2. July Minutes
   A. Discussion: Donna stated that July minutes can’t be approved because of
      errors/typos. Todd suggests approving minutes with corrections.
   B. Todd motions approval of July minutes with corrections made. Eric
      seconds. All vote in favor, motion is approved.

3. Executive Update
   A. Kindercamp
   B. Report Cards
   C. Middle School
      a. Mr. Ketel will teach agricultural science and Mrs. Grady will teach
         more PE.
   D. Camp Dakota in September for middle schoolers
   E. Strategic plan update
a. enrollment is at 255 students, expected to lose students as year progresses (ADMW) b. audit field visit went well (on site for a day & at office for a day)

F. Staff development and retention: in-service week for teachers Aug. 21-25
   a. Kristi Dotson was hired by the district and will no longer be at MITCH
   b. hiring student support counselor (.8)
   c. Discussion: Donna asked if district will give more intervention support. Melissa responds - Yes... (1 case worker & 2 interventionist). These are funded through the district and work with students on IEP’S.

G. Increase community connection and commitment

4. PSO update from Kate Ark
   A. Sarah Gabriel resigned as president
      a. Christina Devlin running for president, Kate Ark for VP (voting next PSO meeting)
   B. PSO helping with kindercamp and registration
   C. Mark from Helpcounter moving to digital background checks
   D. Movie day during heat, play dates

5. Financials
   A. Karen suggests that bookkeeper is not fulfilling the needs of MITCH adequately and indicated communication issues. She is interested in bringing bookkeeping in house as soon as a new Treasurer is found
      a. Melissa stated about financials-looking at July’s budget is $4500 under
      b. Donna shared that we need a new treasurer, maybe put that in the PSO newsletter
      c. Karen stated that communication is not good with bookkeeper

6. Jacqueline Fundraising
   A. We are ready to proceed with Al’s Garden fundraiser
a. Discussion: Do we sell vouchers or use PayPal. Advertise through
PSO newsletter.
b. Karen asked if the vouchers will be ready for back to school night.
Jacqueline suggested a digital order. Jacqueline suggested having
PayPal set up at back to school night. Todd asked if we have a MITCH
PayPal account. Jacqueline stated there is a fee to use PayPal, do we
add the cost to the poinsettias? Jacqueline 8.25 small (cost to us),
price $17. 16.25 large (cost to us), price $33. This covers PayPal
charge.

B. Top Golf
   a. Donna asked Jerry to come in and talk about what this fundraiser
      looks like. Can come on the 21st. He requested 45 minutes.
   b. Jacqueline suggests that we table the idea until later in the year, or
      January. Discussion conclusion is that we will wait to have Jerry come
      until next Spring (March).
   c. Kate wants to make sure it doesn’t interfere with auction in
      February.

C. End of year Appeal
   a. This would run from mid Oct-November 28th –Giving Tuesday
   b. Jacqueline suggested that we gather stories about MITCH to share
      with outside community. As we get end of the year letters from
      organizations we support, remember why you give to nonprofits and
      we can compile and brainstorm

D. Need to build up a recurring donor program
   a. Melissa stated that the anonymous “donor” check was not a donor
      check at all, but a check from Westside Church from a 3rd party.

E. Family contribution doing quarterly checks
   a. Melissa asked Kate if PSO can add something about contribution in
      PSO newsletter quarterly
   b. Kate-PSO OCT. 24 Pizzicato fundraiser is on the books
c. Donna asked Todd if he would share about family contribution on back to school night

F. Donna- Financial Stability
   a. We have a great plan moving in to next year

G. Doodle Poll- who can go to PSO meetings?
   a. Discussion: Donna going to Sep. meeting. Jaqueline said only 5 people took the poll. We went through the calendar and each signed up to go to a PSO meeting this next year.
   b. Melissa reminded us of the DEC. 11 (6:00pm) TTSD meeting
   c. Jacqueline will send out the schedule of PSO meetings

7. Strategic plan discussion
   A. Todd & Melissa need to connect
   B. SMART goals. Melissa shared there are 1-2 point under each category (SMART)
   C. Charter renewal, frontier garden, facilities are Melissa’s top 3 focal points
      a. Discussion: If we are going to invest in the garden, then we need to stay in building. Remodel? ESD? Kate Ark asked if an architect looked at plans. Jeff asked about lease cost increase.

8. Back to school night
   A. Karen sent an invite
   B. Melissa outlined the event

9. Public comment
   No comments

10. Board comment: 7:32
    A. Donna thanked everyone for fundraising enthusiasm

11. Adjourned at 7:33
Donna moved to adjourn the meeting at 7:33pm. Jacqueline seconds. All approve, motion passes, meeting adjourned.

10/19/17