MITCH Charter School Board Meeting 4-19-2018

Date: April 19, 2018
Place: MITCH Charter School
19550 SW 90th Ct.
Tualatin, OR 97062

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

1. Opening Items
   a. Present: Karen Forman, Donna Capodacqua, Melissa Meyer, Eric Rasmussen, Jeff Demland, Jacqueline Fassett, Caitlin Blood, Christina Devlin
   b. Donna moves to approve the agenda, deleting item 4. Caitlin seconds. All in favor, motion passes.
   c. Caitlin makes a motion to approve the March minutes. Karen seconds. All in favor, motion passes.

2. Executive Director Update
   a. Charter school funding report shared by Melissa.
   b. Only 12 K-5 charter schools in Oregon, 3 report getting more than 80% SSF
   c. Charter renewals run all the way to 2026
   d. Have not heard re: the district on charter negotiations

3. PSO Update
   a. Working on recruiting new board members
   b. Official annual meeting is next month, May 1st
   c. PSO will be financially supporting the temporary fencing for the garden
   d. Gathering grants for additional garden funding
   e. Guest author on May 2nd, 1:30pm for school assembly
   f. Daughter date dance was April, 50 attendees, successful event
   g. School dance scheduled for May

4. Budget
   a. Activity fees included in Supplies and Materials line item.
b. SSF is 90% of MITCH income

5. Diversity Plan  
   a. Discussion of topics to ask Miki Hunnicut to cover in diversity  
      i. Educational resources for leadership, how to unearth implicit  
         and unconscious bias  
      ii. Concrete examples of other charter schools  
      iii. Feedback on MITCH infrastructure from her perspective  
      iv. Karen will conduct a conference call with Miki and  
           Melissa tomorrow, April 20th.  
      v. Resources for working with the Latino community  
   b. Donna identifies importance of addressing invisible diversity, creating  
      a welcoming place to all genders, sexual orientations, etc.  
   c. Reach out to Latino families at MITCH  
   d. Hispanic Chamber of Commerce for Oregon and SW Washington,  
      Teatro Milagro, Latino Network, NAYA, IRCO, etc. – ask Miki if she can  
      connect us to folks that work with these or other organizations that  
      serve underserved communities. Potential resources for consultation,  
      leadership.  
   e. Melissa discusses open house concept.  
   f. Writing a multiculturalism clause into the Strategic Plan. Forest Grove  
      Community Schools, Reynolds charter schools, Salem-Kaiser Charter  
      might be a good resource. Caitlin will research with Melissa.  
      i. Communicate to TTSD our plan.

6. Lobby Remodel Funding
a. Quote from Todd Hess
b. Somewhere around $16,000 – we need to find funding.
c. Donna will ask Compass Computing.
d. Sonitrol is 4 months out
e. Could we raise that at Bowl-A-Thon?
   i. Matching donations from Tualatin businesses
   ii. Tigard/Wilsonville managers have not responded to Jacqueline yet.
f. Firehouse Subs – Donna
g. Businesses to ask for matching - Hospital, Fire Station, Ask Centercal, Kaiser Foundation, Cascade Coil, Threat Dynamics, Convergent Technologies, Chamber of Commerce folks, Gardening Systems NW.

7. Year End Celebration Update
   a. Tigard Taphouse charges $1000 before food
   b. May 24th is booked, May 31st or June 7th are open.
c. Year end celebration is on May 31st, most likely at Max’s.

8. Support Services Policy Update
   a. Eric did not identify any updates.

9. Governance Policy Update
   a. Caitlin advises omitting item 1 under Exceptions on Conflict of Interest, and technical formatting on the last page of the same document.

10. Space Planning
    a. We need one more classroom next year.
b. Melissa has figured out how to reconfigure classrooms so that we will be able to fit in the current school space.
c. Capital campaign for larger remodel in the future.

11. Closing Items
    a. Mary Ellen has referred a potential board member that will be present at the May 17th Annual Meeting.
b. Donna asked Dr. Barry Albertson to be on the MITCH board.
c. Candice will bring her neighbor to the Annual Meeting.
d. Family survey responses are at 104. Security has been a big topic of discussion. 95-96% feel well-informed. Transportation option is very popular, also open to change of start and stop of school day.
e. Public Comment, none
f. Donna moves to adjourn at 8:11pm, Caitlin seconds. All in favor, meeting adjourned.