MITCH Charter School Board Meeting 1-18-2018

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Date: January 18, 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: Melissa Meyer, Jeff Demland, Jacqueline Fassett, Eric Rasmussen, Donna Capodacqua, Karen Forman, Caitlin Blood
   b. Public Present: Beth Hudson, Tiffany Wallace Anderson, Christina Devlin, Krista Nanton
   c. Donna calls to the meeting to order at 6:30pm.
   d. Donna motions to drop items 4, 6 & 7 from agenda. Karen seconds, motion passes.
   e. Jacqueline moves to approve December 2017 minutes, Donna seconds.
      i. Jeff’s last name is misspelled and he amends to correct to “Demland”.
      ii. Jacqueline’s first name is misspelled and she amends to correct to “Jacqueline”.

2. Executive Director Report
   a. TTSD has had renewal request for 2 weeks and no hearing is set yet. Melissa believes this will be on the agenda for the 1/22/18 meeting.
   b. We have received 52 kinder applicants.
   c. The ADA ramp contract is in. Once started, it will be done in 3 weeks.
   d. MAPS is this month, and DIEBELS is on 1/19/18.
j. Focus of auction is to get MITCH closer to breaking ground on Frontier Garden.

k. Would like to address ramp and breaking ground on fence for Frontier Garden.

4. Transition Plan
   a. 28% of 5th grade parents want to continue with MITCH through 2020.
   b. Only two 7th grade families responded to survey out of eighteen families.
   c. Our enrollment will fall next year no matter how we transition, but it will build back the year after that.
   d. We can open up kindergarten enrollment from 20 to 23 or 25, due to attrition. We currently have 52 applications.
   e. Melissa does not see a feasible way to combine 5th and 6th grade well. Due to the response from parents, she thinks we should move forward with 6th grade.
   f. Sandra would like to return to teaching 4th grade. Karin would like to continue with this 6th grade class through 8th grade.
   g. Melissa believes that we could move students forward for 2 years. She thinks that most of 6th grade families would stay, based on survey and anecdotal information. A good portion of the 5th grade families that responded to the survey will be moving on the other schools. 19 total students would roll forward if we continued moved the 6th, 7th, and 8th graders forward. Next year we would have 6th grade and 7th grade.
      i. Jacqueline asks how those students would do that have taken MITCH 8th grade, but not 7th? Melissa and Donna address the quality of the MITCH curriculum, that they would most likely be ahead of TTSD schools.
   h. Melissa, having so little response from 7th grade families, is not sure how they would like to move forward.
      i. Todd asks about two 7th grade families that would like to potentially stay - would we be able to keep them? Melissa responds that they
graders, but we have not gotten enough of a response from next year’s 8th graders. If a blended class pushes 6th grade students out, and we do not have enough commitment from 7th graders, it is a double edged sword. We need 14 students to stay financially viable in 7th/8th.

o. Todd asks if a lack of a response to the survey indicative of families’ decision?

p. Todd believes that being clear about our plan is paramount, including being clear about Karin’s intentions. The data is clear that we do not have many options.

q. Jeff and Jacqueline wonder if 7th grade families are aware that 8th grade is under scrutiny. The way our letter was written does not indicate that 8th grade may not be offered.

i. Agreed that we need to be more clear about our description of the paths available. However, having no response, we do not have enough information to work with - to decide to keep 8th grade. Melissa would like to make a decision tonight, with the current time frame that we have at this point. We need to have a decision made in time for our charter renewal meeting. If parents respond, then we can look back on the transition plan.

r. How many families minimum do we need to commit to re-enrollment?

1. We need an answer to the question of whether or not 7th graders would like to roll forward into 8th grade.

s. Open to the public:

Public has not heard from 7th grade families, however, Beth Hudson does believe that 7th grade families assumed that 8th grade would be offered and did not feel pressure to respond. Tiffany also had the impression that 8th grade was a given. That said, Beth has heard over the summer and school-year that there is dissatisfaction with the current size of the class. Some people were surprised, and maybe some families would like to move to a smaller class size. Christina feels that we are a small enough community that we make it crystal clear to our families what the expectations are. She advises not to rely on a survey, and that phone calls should be made. Christina has concerns about not continuing 6/7/8th,
i. Jacqueline will create a landing page and form for the baskets.
i. Quarterly donor newsletter

6. PSO Meeting Preparedness
   a. Discussion of special meeting and transition plan
   b. Asking for day of Auction needs from Board.
   c. PSO would like to have any donation information by the 1st, or next week.
   d. Date for charter renewal hearing, should know by January 22nd

7. Closing Items:
   a. Public Comment:
      i. Tiffany thanks board for putting time and energy into how to proceed with the future of MITCH.

   b. Board Comment:
      i. Jacqueline will share quarterly donor newsletter with everyone.
      ii. Donna thanks board for thought and care put into big decisions.

Donna adjourns meeting at 8:11, Caitlin seconds, all in favor. Meeting adjourned.

2/15/18