



**Foundation Board –Regular Meeting**  
**SJS School, 430 SW Monroe, Sheridan, OR**  
**Monday, January 18 2016– 6:30 PM**

*Meeting Agenda*

**I. Call to Order and Roll Call – 6:30 pm**

Attendees: Dick Paay, Gay Hall-Pentecost, Ann Meyer, Charles Broadwell, Andy Scott

Dick proposes to add New Business d: Legislative Update.

*Ann moves to approve the agenda with the addition of item d under new business. Charles seconds. Motion carried unanimously.*

**II. Approve Minutes**

Regular Meeting 11/16/2015: Two grammatical corrections made.

Regular Meeting 12/21/2015: Correction made to the spelling of a name.

*Charles moves to approve both the November 16 and December 21 minutes with minor changes. Ann seconds. Motion carried unanimously.*

**III. Treasurer Report**

Ann reviewed the financial statements and noted a date correction to be made. Most line items are about where they should be as of November 30, but janitorial supplies is almost at budget, which may be due to being front loaded at the start of school. Lisa has been e-mailing the bank statements to Ann for review, through the December statement, and there have been no transactions that she has not seen (all checks have her signature on them).

Regarding the AED purchase, small equipment still has about \$4,000.00 as of November. An additional teacher computer will also be needed from these funds.

**IV. School Business**

**A. School Report**

Staffing: The teacher on maternity leave will be at school 3 full days for the next 2 weeks, and then full time beginning in February. Andy is no longer subbing, various substitutes have come in.

Staff evaluations: These are done through formal classroom observations, followed by conferences, as well as the mid-year survey. Based on that data, teachers generated their own personal growth plans. Andy will do an evaluation and they will do a self-evaluation. If a plan of assistance is needed that will be developed. He is targeting the 2<sup>nd</sup> week in February to be done.

Enrollment: Enrollment is unchanged at 88 students. SJS may lose a couple of kids due to a possible family move. There will be two Japanese exchange students for just under 90 days beginning January 23.

Behavioral System: A few kinks need to be worked out as we are still in the first semester of this program. Buy-in is increasing. Andy is still seeing fewer gentens and chuis, and also fewer F & C- grades. He is also seeing a consistent increase in the amount of communication from teachers to parents.

Community Service: On Fridays starting next semester students will have 1-1/2 hours of community service. Volunteer opportunities have been secured, but not to the point of being able to get students to go there yet.

Fundraising: Andy is researching several grants to help fill the gap with teachers and substitute costs. Two potential grants are \$5,000 to \$10,000 grants for teams of teachers to study abroad for professional development. The Board discussed possibly putting into the staff contracts a provision that if they get a trip to Japan paid for by the school and then leave they have to pay it back.

Andy is going to Japan with Shukutoko Yono high school the first week of April. He will be doing a keynote speech at their entrance ceremony. This is the same group that is sending the two exchange students this year, bringing \$7000.00 to SJS.

Talent Show: The Talent Show will be held the first Saturday in March. SJS School council is taking charge, and the student council and Andy will be in charge of the auditions for talent. Discussion about reaching out to the Willamina drama group or broader community as well.

Information Night: The first information night is Thursday 1/21 at 6:00. Andy has changed the format from an hour-long power point to a smaller introduction and break off into groups for rotation work shops. It is mandatory for the staff to be here.

OAKS/Smarter Balance Testing: The OAKS science test will be given to grades 5, 8 and 11 in February. The Smarter Balance will be given in April. This year all staff will be trained to be testers to free up Andy. As required by the ODE, a formal letter was sent out via e-mail to all parents regarding opting out, and a paper copy will be mailed with the report cards.

Grades: The semester ends 1/28. Final grades will be sent out the next week.

## **V. Foundation Business**

### **A. Old Business**

#### **a. Alternative Course Policy**

A new version of the policy from the last board meeting was reviewed. A revised copy will be reviewed at the next meeting for the second reading.

*Ann moves to approve this first reading as amended. Charles seconds. Motion carried unanimously.*

#### **b. MacHub**

Gay has not done additional research on this since the last meeting. Ann will bring it up with the fundraising committee at the 1/19/16 meeting to see if is realistically feasible and

if so, at what level. There is no cost output, but it does require a volunteer commitment. It also requires a signed agreement, so the Board does need to approve it.

It was noted that the fundraising committee needs to provide meeting minutes to SJS.

c. Director Evaluation

In early fall the Board received feedback from the returning staff, and an evaluation document was used based on 2 of 5 strands for evaluation of a Canadian superintendent. Ann prepared a final tabulation that was discussed at a previous meeting, and the formal results need to be in the personnel file.

For this meeting Dick drafted up a possible document for review, taking the segments of the SJS mission statement and then asked some questions about how the director's actions relate to the mission. Comments would be solicited for the items under each segment.

Gay notes that she does not see Andy often enough to evaluate his performance. The AdvancED survey and mid-year survey provide other information. But if a board member doesn't have enough information to form an opinion, then maybe not enough information is being provided.

The Board is charged with evaluating the director and whether what the director is doing by running the school is furthering the mission as it was developed.

The School Council has scheduled open forum meetings for parents on February 9, 10 and 11. This is another facet of review of the director.

The Board discussed evaluation methods and format, getting input from students and teachers and incorporating the mid-year and AdvancED survey, and a rating scale of 1 to 5. The document at hand will be revised for the next meeting.

d. AdvancEd Survey

The information from this survey will become more important when there is a comparison survey this year, and will be discussed later.

B. New Business

a. Admissions Policy

The Board reviewed the Application and Admissions Policy and priority of applicants for the lottery, specifically siblings and applicants who have been on the Waitlist from the previous year. At the time the priority order was established the overriding consideration was that it is positive for a family to have all of their students at the same school. The question has been raised that if family is not choosing to bring a sibling to SJS in the 4<sup>th</sup> grade but to wait for a later grade, they should not have priority over people who have already been waiting to get in. Ann and Dick will review the Charter School Law related to priority of applicants and this will be addressed again at the February meeting. If any changes are made, they will not be until after the lottery in April. Another question was raised about adding a priority for staff offspring, which has been addressed before and did not pass.

b. OAKS and Smarter Balance Testing

As required, Andy sent all parents information about opting out of the OAKS and Smarter Balance testing. The school cannot disallow anyone to opt out.

c. Bus Management; Discipline

There has been an issue with communication between SJS Transportation LLC Board and the SJSF Board. In the last couple months there have been discipline issues and the driver has been writing citations. The LLC has provided no communication to the school until recently, when Mid-Columbia called the SJS office about the issues. This information should have come to SJS from the bus LLC prior to that. Andy will contact the bus LLC to see what their progress is and will report to the Board. The LLC does have a discipline scale for riders.

Dick notes that the bus service is discretionary on the SJSF Board's and the District's part and that if issues continue bus service will stop.

d. Legislative Update

The Oregon Charter School League reviews all legislative action and sends information to interested parties. A current concept being developed, if turned into a bill or amendment, would address funding for charter schools. The basis of this is that if the School Districts get any money their charter school gets some of that money, however it's allocated. In our contract, if funding is based on population we're supposed to get a portion. The head of the education committee is proposing a much more equitable funding for charter schools. When it gets to the committee level it will be open for public input.

SJSF is not allowed to lobby and cannot spend money on this. However, as a board member or as the school with the position of being active and interested in legislative happenings, that is legitimate educational position.

The Policy meeting originally scheduled for January 23 was rescheduled for Saturday February 27 at 10:00 at SJS.

Next Board Meeting February 15 (President's Day) at 6:30 pm

Meeting adjourned at 9:25 pm.