



Sheridan Japanese School
シェリダン日本語学校

Building Excellence Through Global Education
Sheridan Japanese School Foundation Board

**Foundation Board -Regular Meeting
SJS School, 430 SW Monroe, Sheridan, OR
Monday, August 17, 2015- 6:30 PM**

Meeting Minutes

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

Present: Dick Paay, Charles Broadwell, Ann Meyer, Gay Hall-Pentecost. Andy Scott was absent.

Amend/Supplement Agenda: Items V.A.a School Council Bylaws and V.B.d Annual Report to ODE are tabled.

Charles moves to accept the agenda as amended, Ann seconds. Motion carried unanimously.

Ann moves to add to the next agenda Executive Session for director evaluation, Charles seconds. Motion carried unanimously.

II. Approve Minutes

Regular Meeting 7/20/15
Executive Session 7/20/15

Gay moves to accept the regular meeting minutes of 7/20/15 and the executive session minutes of 7/20/15 as written, Charles seconds. Motion carried unanimously.

III. Treasurer Report

There is \$91,342 in in cash on hand (deposits in transit). Income is 107% above the budgeted amount year-to-date. ADM is up by \$47,000. Personnel health benefits were \$37,636, while the budgeted amount was \$53,595.

The Board noted that Director Scott has done a good job keeping on budget.

IV. School Business

A. School Report. The Board reviewed Andy's school report.

V. Foundation Business

A. Old Business

- a. School Council Bylaws – Tabled
- b. SJS Bus Transportation

The bus cost estimate includes a 2.41% COLA increase for services, with no COLA increase on the \$1500.00 administrative fee. The transportation LLC needs to submit the 50% donation to SJS by the end of August 2015.

The transportation LLC provided a copy of the behavior contract that students and parents will sign.

Superintendent Sugg has been supportive of the bus arrangement.

- c. Board Member Applications

No additional applications have been received. Both Charles' and Ann's positions will be open this year, and both of them intent to continue on the Board.

B. New Business

- a. Health Insurance Renewal

The current Health Net plan, Option 1, went up 16%, and the dental plan (Moda Option)1 had no increase. One new staff member will be opting out of the plan due to other coverage.

Ann moves to accept Option 1, Health Net insurance, Charles seconds. Motion carried unanimously.

Ann moves to accept Moda dental plan Option 1, Charles seconds. Motion carried unanimously.

- b. Employee Handbook

The Board reviewed the Employee Handbook and made editing notations for Andy's consideration.

Ann moves to accept the Employee Handbook with notations made for Andy's consideration, Charles seconds. Motion carried unanimously.

- c. Student/Parent/Volunteer Handbook

The Board reviewed the Student/Parent/Volunteer Handbook and made editing notations for Andy's consideration.

Ann moves to accept the Student/Parent/Volunteer Handbook with notations made for Andy's consideration, Charles seconds. Motion carried unanimously.

- d. Annual Report to ODE – Tabled

- e. Survey Review

The Board reviewed the AdvancED survey summary results and will revisit at the next meeting.

f. SJS Rubric

Discussion by the Board of considering the reasons why the Japanese Immersion Program was established.

The next meeting is Monday, September 21 at 6:30 pm

Meeting adjourned at 10:10 pm.