



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, October 17 2016– 6:30 PM**

*Meeting Minutes*

**I. Call to Order and Roll Call**

Meeting called to order at 6:31 pm

In attendance: Dick Paay, Ann Meyer, Gay Hall-Pentecost, Charles Broadwell.

Guest: Atsushi Hisaka

Dick noted that he has his letter of intent to renew his board position. Also, a prospective board member has partially completed an application.

Ann moves to approve the agenda, Charles seconds. Motion carried unanimously.

**II. Approve Minutes**

Ann moves to approve the Regular Meeting Minutes of 9/19/16, the Annual Meeting Minutes of 9/19/16, the Executive Session Minutes of 9/19/16, and the Executive Session Minutes of 9/29/16, Charles seconds. Motion carried unanimously

**III. Treasurer Report**

There is no treasurer report for this meeting. For the November meeting the financial statements covering July, August and September will be presented.

**IV. School Business**

**A. School Report**

Discipline. Four students are under DACs (Disciplinary Action Committee), and letters have gone out to parents following the chart in the handbook.

SPED: Currently two students on IEP's and two other students are waiting for evaluation testing from the district to determine if they are eligible for IEP.

Professional Development: Scott attended the AdvancED data collection and analysis workshop. Scott and Davis attended COFLT. Biller went to a Dyslexia seminar. In November, Scott and Davis will be going to ACTFL in Boston.

Fundraising: The wreath sales are beginning. The Pledge drive is underway. The spring fundraiser is in the planning stages. SJS got about \$2000 from Shukutoku Yono for the September hosting weekend. The \$10,000 Japan Foundation salary grant has been received.

Staff: There has been a string of illnesses of staff members. The mid-year survey will be sent out November 1, and will be due November 24. The student population is the same (88 students)

Japan Trip: The trip is scheduled approximately June 19-July 3. For one week the students will be hosted by Shukutoku Yono. Approximately 15 students will be going, with Davis and Scott. Cost will be about \$2800.

Exchange Students: The September weekend hosting went well. Four exchange students will be here from January to April.

## **V. Foundation Business**

### **A. Old Business**

#### **a. McMinnville Bus Contract**

Dick has contacted the bus group to find out the number of riders and whether a smaller (less costly) bus could be used, but they have not responded. The regular bus driver passed away last week.

#### **b. Healthy and Safe Schools Plan**

SJS will need to develop policies for the testing, etc. or borrow from the OSBA conference in November.

#### **c. Survey Development**

The survey will include questions about Board performance and the executive director. It will look at safe school environment (bullying, or lack thereof, etc), feeling safe, gender-inclusive. The survey will have the option of anonymity. Andy will e-mail the survey to the Board before it goes out to the population in November and before spring break.

### **B. New Business**

#### **a. Japan Trip**

Andy discussed the criteria for students to go on the Japan trip. A \$250 non-refundable deposit to hold their space will be due in December. The flight and railpass will be about \$1600 each.

The Europe trip will not happen this year as not enough students were interested.

## **VI. Executive Session under ORS 192.660(2)(b)**

The board went into Executive Session under ORS 192.660(2)(b) at 7:27 pm.

Executive Session adjourned at 7:44 pm

Dick read his letter of intent to renew his board position out loud and said he would give a copy to Lisa.

## **VII. Adjournment**

Meeting adjourned at 7:46 pm

Next Meeting: Monday, November 21 6:30 pm.