



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.