



MITCH
Charter School
Board of Directors

Inspiring colorful acts of greatness

School Administration:
Caitlin Blood, Executive Director
Nicole Hans, Vice Principal

Board Members:
Sarah Parker, Chair
Kristen Hoover, Vice Chair
Jason Johnston, Treasurer

Neil Tosuntikool, Secretary
Corey Cabrera
Susan Noack

Regular Session Agenda
When: 2/1/24 6:30pm
Where: In Person and via Zoom

☐ **Opening Items:**

Call to order by Kristin Hoover at 6:34pm

☐ Roll Call/Attendance

- Board/School Administration: Sarah Parker, Jason Johnston (Zoom), Neil Tosuntikool, Corey Cabrera, Susan Noak, Caitlin Blood
- Attendees: Elizabeth Atkins, Fran Corey, Ms. Brown, Dr. Hudson, Attendee1, Attendee2
- Via Zoom: Ann Lewis, Cheryl De Los Santos, Daniela Balboa, iPhone44, iPhone82, Jaqueline Nayame, Jenny Burnett, Jenny Shirk, Kelly Asbra, Krista Brown, Madeline Shelton, Michelle Machiels, Ms. Toloa, Nicole Hans, Paula Johnston, Stephanie Irving, Derek Shirk, Amanda Abernathy, Kelsey and Levi Shull

- ☐ Approve Agenda – Kristen motions to add Continuous Improvement Plan to the March agenda. Sarah second. Board approves.
- ☐ remove grants/fundraising update from agenda. Sarah motions to approve agenda. Corey seconds. Board approves.
- ☐ Approve Minutes – Sarah motions to approve minutes from 1-4-24. Corey seconds. Board approves.

☐ **Public Comment:** None

☐ **PSO Update (Shannon Fairley):**

- ☐ Beginning of January, game night at Tualatin HS, was a great success, gave away 55 Scholastic books, gingerbread chateaus
- ☐ Feb 2nd last day to order Blazer game tickets for March 6th game. Did hit 50 ticket goal, so Ms. Blood and MITCH Fox will be on the floor at halftime.
- ☐ Feb PSO newsletter will go live on website Feb 2nd

- Flower Power is the next fundraiser this month. Open right now. PSO gets 50% back. Goal is to makeover fox costume and add feet, and upgrade playground equipment
- Chuck E. Cheese February 9th, next dine out. (Restaurant is nice now) Chuck E. Cheese to make surprise carline appearance??
- Feb 29th Pastini dine out (Makeup from the cancelled January date due to snow)
- Spring PSO merch at the end of the month. P.E. shirts, hoodies, some new items.
- Feb PSO meeting is cancelled. PSO to help with prospective parent meeting

□ **Classroom Spotlight – Ms. Brown and Dr. Hudson 3rd Grade A and B classes**

- Introductions from both Dr. Hudson and Ms. Brown
- Overview of 3 grade Core Knowledge Units (Science, History and Literature, Math, Field Trips to Our Table Farm, OMSI, Audubon Society, Oregon Symphony)

□ **Action Items (Caitlin and Sarah):**

- Early Literacy Grant Approval Public Comment and Questions
 - i. Overview of last month’s presentation by Nicole Hans
 - 1. Will allow MITCH to continue and expand what they are already doing: Summer reading program, literacy training for teachers.
 - 2. MITCH to send three staff to LETR training, followed by professional development for rest of MITCH staff
 - ii. Discussion and Public Comment of ELG
 - 1. No public comment
 - iii. Sarah makes a motion to approve the use of the Early Literacy Grant funds as described. Kristen seconds. All in favor, motion passes.
- Board 101 with OSBA
 - i. Sarah - January 25th the MITCH board attended an in-person training with Kristen Miles from OSBA. Was an Intro 101 training, as well as Diversity Equity lens focused presentation, student success linked to active and engaged board. Thank you to all attending.
 - ii. Susan – Did not want to attend at first (haha), but found training extremely engaging and helpful. Thank you.
 - iii. Caitlin – Vital role that board play in student success. “All students can be highly successful learners”
- American Heart Challenge Approval
 - i. Sarah – Board should always overview external fundraising partners. Consider equity, inclusion. Does it compete with funds that could be directed towards MITCH? Does this affect and impact families positively?
 - ii. Katie from AHA presented via Zoom to address questions
 - 1. AHA has partnered with MITCH for past 10 years
 - 2. AHA goal is to inspire students to improve their health and live “Heart Healthy”

3. AHA also wants to inspire student families to improve health outcomes, CPR training, etc.
4. AHA supports and invests locally at OHSU, Smoke Free Oregon, blood pressure monitoring, CPR classes
5. Aware of school concerns surrounding fundraising concerns (i.e. Keychains for different funding levels)
6. Acknowledges that MITCH community has pushed the fundraising component very strongly the last few years. Open to stepping back from that going forward. Also acknowledges that there was some concern over AHA receiving the funds, not MITCH. *Although MITCH does receive 10% for P.E. equipment. Approximately \$1,200 over the last two years. AHA provides a grant opportunity for schools.
7. Question from Jason – Can MITCH still benefit from the partnership without the fundraising component? The fundraising component is optional for families. The answer is YES??
8. Option to fundraise without the gifts (keychains). YES.
9. Open to moving timing for AHA fundraiser to end of year so no competition with other MITCH specific fundraising needs.
10. Sarah summarizes: Board has concerns about AHA and significant \$. Recognizes the curriculum component to Ms. Hill. Feels comfortable going forward this year if the fundraising component is removed.
11. Want to ask AHA to delay their marketing to March 1st so as not to compete with PSO's Flower Power fundraiser.
12. Jason – Already implicitly approved the AHA for this year due to timing and curriculum
13. Sarah motions to move forward with the Heart Challenge for 23-24 school year, removing the toys and incentives, pursuing all grant opportunities available, Corey seconds. Board approves, Jason approves with action item* Board to discuss AHA partnership for 24-25 before the end of the year. All in favor, motion passes.

□ **Policy Discussion**

- Room Clears – Sarah overview that TTSD has addressed behavioral issues lately. Wants MITCH board to have opportunity to help define what “Room Clear” means. Recognition that no clear policy/definition currently exists. Sarah outlines how policy creation process works.
- Sarah reads out family questions (see attachment)
- Sarah makes a motion asking MITCH administration to create a Room Clear policy to bring to the board for approval. Kristen seconds. Board approves.

□ **Executive Director Update**

- Just finished the halfway mark. Quarter 2 over
- Student led conference coming up first week of March
- Wrapping up winter MAP testing

- Enrollment is currently at 237 (a couple out on extended absence), were at 239 last year
- 55 applications for the 45 Kindergarten spots open
- Waitlist for grades 1-4
- Reenrollment forms due Feb 9th, MaryEllen to follow up with families next week
- Prospective parent night next week. PSO to provide support.
- Submitted multiple reports to TTSD, including CIP. Will present annual report to TTSD on Feb 12th. Would like MITCH board and family's support
- Financially TK and MaryEllen have digitized enrollment process
- TK and Nicole Hans submitted ELG in early January
- TK submitted application for Safe School Culture Grant
- Family Engagement: Volunteer hours have doubled since October. 145 families out of 182 completed mandatory training. Still would like to see more volunteering from families.
- MaryEllen working with district to begin using ParentView to see student report cards online, etc.
- Ms. Clau and Ms. Hans started backpack buddy program at MITCH. PSO is supporting the program. Reaching out to Lions Club for support. Mr. Ime asking local businesses.

□ **Committee Updates:**

- **School Lunch:** Moving forward with outside vendor. Possibly in time for late spring soft launch before full launch next fall academic year
- **Middle School:** Group met on January 30th and heard from Dr. Hudson her perspectives as both a parent and MITCH faculty

□ **Closing Items:**

- **Takeaway Action Items Review**
 1. Neil – Add CIP to planning document to remind for March meeting
 2. Jason – Add to upcoming agenda how to vet charitable giving
 3. Kristen – Re-write the public comment statement
 4. Sarah – Next meeting ask for standardization of E.D. update
- **Public Comments:**
 - i. Shannon Fairley – Thank you to the school board
 - ii. Stephanie – Thank you to the board and staff. Reiterated the importance of the Room Clear policy and how it is impacting families
 - iii. Kelsey – Would there be an option to implement a school-wide cap of donation/funds raised) so our community has funds available for other charities/school fundraisers, acknowledges equity, etc._ And also if that is

met, all kids receive one key chain? That way the school still receives the training etc.? Thank you!

- Board Comments: [Kristen – Thank you](#)
- Adjourn: Sarah adjourns the meeting at 9:04pm

Caitlin Blood

03/09/2024

Sarah Parker

03/08/2024