

## Board of Directors Meeting October 5, 2017



A meeting of the Board of Directors (the “Board”) of The Cottonwood School of Civics and Science (the “School”) was held on October 5, 2017 at 7:30 p.m. at the School.

**Members In Attendance:** Caroline Falcone Goldstone, Nicki Stewart, Eddie Francis, Greg Smith, Brian Smith, Dan Hunter, Jeff Slinger

**Members Absent:** Jessica Nichols, Dennis Allen

**Guests:** Bruce Thom, Amanda McAdoo, Emilie Schulhoff, Lisa Columbo, Shea Root, Joseph Root, Sarah Anderson, Kathy Price, Chris Beckley

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Sarah Anderson provided a brief update of what’s been going on and what’s coming up in the school:

We have signed on as a 4H partner school for the year, which will give us access to many resources. We’ll have in the classroom: trout, chicks, and lampreys, and will be exploring rural /urban exchange to report on life on a ranch in Eastern Oregon. There is also a mentoring opportunity from OSU to mentor 7th graders on creating business plans.

We successfully applied for a \$4,000 Department of Ecology grant for equipment to do soil and water testing. We were also awarded a Dept of Forestry grant for transportation of 4th & 5th graders to go to Tryon Creek to do their field studies.

Reading Buddies- Mirabella has had 32 people sign up to read with first and second graders. They expressed a desire to have more partnerships in general with the school.

Sarah met with the Southwest Neighborhoods Association to talk about projects we could partner with them. We’re looking at a project with them which would examine equity issues regarding the transportation planning that has been going on in the neighborhood.

We will be working again in 4th& 5th with the artist who helps us several years ago on poetry projects. This year students will be working on banners, which the Grand Ronde Tribe wants to display in their administrative headquarters.

Umpqua bank has also offered space for us to display art.

Teachers are participating next week in a jamboree state wide to share about place based education. Several other teacher presentations are planned.

The ODE grant has resulted in the creation of a black history curriculum which should be published in November. Sarah’s book is also coming out in November.

## **Public Comment**

Chris Beckley asked if there was any active shooter training for staff. Bruce noted our insurance company was sending him to training next week on this topic.

## **Consent Agenda Items**

A motion was made by Brian to approve the June, August, and September meeting minutes. It was seconded by Jeff. The Board approved unanimously.

## **Financial Report**

The audit started Monday, so there are no reports to be reviewed. Next month we should have June through September reports.

Bank accounts have been updated. IRS, ODE and PPS have acknowledged the name change.

## **Executive Director's Update**

- See attached report.
- Amanda reports that the Board's request to ask for more volunteers at Back to School night has really resulted in more volunteerism.
- The first weekly newsletter will go out tomorrow.
- Chris and Fara are working together on the new website.

## **Friends Update**

- Emilie expressed her thanks to the Board and Amanda for the great support and encouragement of volunteerism at the school. Back to school night resulted in a full board for Friends.
- Friends is focusing on creating job descriptions to help formalize what the jobs are and create a more sustainable structure moving into the future.
- October 20 will be a school social with dancing and treats
- Friends will bring their budget to the Board next month.
- They have been talking about the auction. There is no auction committee as of now. They would like to have a more sustainable model that the community can get engaged in. Concern has been raised about raising funds for salaries through this method. The current thought is to assign responsibility for the auction to the seventh and eighth grade families. One class would create the party part of the event; the other class would orchestrate the auction. This would need leadership from the Board, but would ensure continuity over the years. Decorations would be created by all the classes. Every class would create a basket with a theme, and this would be the silent auction items. We'd bootstrap this year, and work out the project structure and job descriptions for rolling this out next school year. The Board would be in charge of lining up corporate sponsorships. Friends would like someone from the Board to project manage the event this year. Friends would work on getting the documentation together for future years. Several volunteers from past years' auctions have agreed to help put the documentation

together. Friends will be meeting 11/7. Caroline will reach out to the Fundraising Committee to identify a project manager for this effort.

- A concern was raised how this might impact volunteerism in the classrooms that are responsible for this event.

## **Committee Updates**

### ***Fundraising***

- No report.

### ***Facility***

- During the summer upgrade we discovered some electrical issues that have now been fixed. This includes several safety related items, relocating the sign, and adding an outlet for the outdoor space.
- They have targeted Spring Break for the phase 2 of the playground update. They are within \$400 of the \$17,000 budget that was authorized last month. The equipment has to be ordered in the next few months. Jeff is working with two scouts who would like to work on this as their Eagle Scout project.
- We have completed about half of the items on the teacher's wish list. They would like to refresh this list for next summer.

### ***Governance***

- Nikki reported that the director review has been going slowly. It should be done by January when we turn in our renewal.
- Joseph noted he is interested in working with the Governance Committee

### ***Mission***

- They have been focused on redesigning the website and had several meetings on this topic. Much discussion has been had on making the recently developed resources easily findable on the website.

### ***Finance***

- No update.

## **November Board an Officer Elections meeting date change.**

- Nicki explained in detail the role of the Board as conducting the business of the School. We will have up to three openings for Board Members as well as electing officers in November. Eddie is interested in staying on as Treasurer, but the President and Secretary positions will be vacant. Interest should be communicated to Dennis via email. Caroline will include a recruitment message for new Board members.

## **Charter Renewal**

- We have to produce a 25 page report looking at the past 5 years looking at data. We need to show that we have addressed identified deficiencies, and describe what our next five years will look like.
- ODE wants our school to turn out at the public comment hearing to demonstrate for the school.
- Amanda passed out the renewal application to review, the Annual SBA Annual Convention Registration, and the Summary of Annual Evaluation Commendations and Recommendations.

## **Board Comments**

- No comments.

The regular meeting was adjourned at 9:08 p.m.

**The next regular board meeting is November 9 at 7:30 p.m. at The Cottonwood School of Civics and Science.**