



THE COTTONWOOD SCHOOL
— OF CIVICS AND SCIENCE —

In attendance: Joe Root, Jeff Slinger, Nicki Stewart, Chris Beckley, Eddie Frances, Amanda McAdoo, Dan Hunter, Asher Ward, Violalia Flores, Catharine Karkosky, Jess Bissonnette, Ell Bissonnette, Angie O'Brien, Kathy Price, Carrie Hopkins, Elizabeth Thompson, Heidi Meister

Board Meeting 3/1/2018

Board members: Nicki Stewart, President; Eddie Francis, Treasurer; Joseph Root, Secretary; Chris Beckley; Dan Hunter; Jeff Slinger; Greg Smith; Heidi Wigman

Advisory committee for the Student council presentation-

- Purpose: address concerns students have; ideas students have to better school community; organize fundraisers; promote school spirit; represent school
- Discussed what council will look like:
 - 6-8 grades: 3 representatives from each class, application processes;
 - 3-5 grade: Junior counsel representatives, no vote, but will have a voice; no application, rotate 2-3 students each meeting
- Terms: 1 trimester, but can serve multiple terms
- Concerns/ideas bought up by reps, box in great room for topics students think need addressing; time during class meetings to discuss ideas
- How to make decisions: motion, second; thumbs system to vote; must be unanimously, if vote down, must have valid reason
- Q&A:
 - what qualities will you look for: various, cooperation, what they want to do on council, obligation to help community, good community member
 - how to chronicle: binder with bylaws and how student council will be run
 - roles: recorder, time keeper, snack bringer, will finalize soon)
 - how will junior council interact: get excited, can run when they get older
 - how often to come to board meeting: not sure, will let them know
- Student council will replace advisory committee

Community comments -

None

Housekeeping

- minutes for previous meeting approved

Financial report - submitted and approved

- \$36,000 net income Jan
- Should close year with approx. \$42,000
- Overnight trip for 6th grade paid for by \$6,000 grant
- \$35,000 over budget; grant reimbursement
- Expenses \$77,000 over budget, mostly due to salaries; repairs, maintenance, HVAC
- 64% field work; 44% of overhead trip fees; about where we were last year
- Discussed moving money into an interest bearing account at OnPoint Credit Union, also giving benefits to staff. Amount was discussed, but decided to leave it open for now. Motion: "a motion to move money out of whichever account is convenient into Onpoint Credit Union in a sufficient amount to start earning interest and give benefits to the staff." Dan motioned; Joe seconded. Motion passed.

Executive Director report -Amanda

- School 2 kids from full enrollment at 108 students
- Over 70 more applicants this year than last year, 246 applicants; if everyone came back, only 11 openings
- Staffing: Emily Connor is pregnant, beginning of July due, looking to fill her position until Thanksgiving break
- Looking to what is needed for staffing
- Spring musical underway, High School Musical, April 27th-29th, at school
- Courtney is completing formal staff observations
- ODE renewal update; Kate will recommending that we're renewed to board; on 22nd Amanda will present; on April 26th, board votes; May involves lots of meeting about renewal
- IEP support; next year: calendar, staffing

Friends update

- Melissa and Emily both stepping down; structure needed
- Need help with PTO
- Amanda asking for help from board

Sarah's book

- Promoting the book
- Want parents to understand that it's not just for educators, also has stories about CSCS
- Questions about if Friends or Board has money left in budget. Eddie will look into board budget remaining, if it can be used for promotion

- Possible promotion ideas:
 - buying a 20-30 copies, selling half price, or gift when donate certain amount
 - Buying 5-10 every few weeks, pass around community; school copies
 - Local promotions, partners (Mirabella); local colleges, professionals
 - Publisher will give free books to reviewers (newspapers, etc.)
 - author talks at local bookstores
 - celebration before next board meeting
- Family board meeting in May, get some books by then; organized by Mission committee; pizza; May 3rd at 6; book promo, door prize. Kathy and Amanda with think of child care.

Responsibility Matrix (RAISC)

- Modifications: Line 2 everybody helps with removing and appointing new teachers
- Motion to pass (Nyki) with amendments and understanding conflicts with current bylaws, Riasac shall supersede bylaws; Joe 2nd; motion carries

ODE site visit

- met/interviewed the board (Nicki, Eddie, Greg)
- They suggested we look at test score matrix and chronic absentee matrix
- Amanda can present test scores from last year; in the future review state report card when it comes out
- Chronic absenteeism, missing 10%
- Amanda sees correlation between that and mental health, how do we support our students
- Board eval before next retreat
- Encourage once a quarter board meetings with community
- Encourage changing terms to longer, and more open terms; community vote?
- Nyki suggests extending terms with bylaws updates
- Joe suggests staggering terms
- Amanda says a lot of other schools have long term board members
- Issues with community voting on board members (not enough people showing up)
- ODE said they'd send us examples of bylaws from other schools

Vaccination requirements

- Oregonian article about charter schools not being fully vaccinated
- Brought to board's attention by concerned community member
- Community member wants school to do some education for parents, how it affects school image
- Article in newsletter? Sharing Oregonian article, reminder next year a month or so before deadline; some parents sign waiver because kids are missing only one or two shots and are about to not be able to go back to school

Committees

Fundraising (Dan)

- Carrie wants to run a fundraising event, and will help with some institutional memory of how to fund-raise
- OLCC permit discussion, 1 night permit, can sell alcohol

- April 7th?
- Parent band, 5 songs, karaoke, bid on songs
- Ahead of time, bid, top winners choose songs (who sings?)
- Auction next year: 4th and 5th grades?
- Trying to get grant from Onpoint for school

Marketing

- Website project still being worked on

Mission

- Equity 2.0 training; invited parents to go, topics relevant to schools
- Board-staff relations; went to staff meeting and discussed staff wish list

Governance

- Meeting after meeting
- Jeff, parent, joining
- Complete executive dir. eval; one tweak needed, will go out to board
- Will schedule time to meet with Amanda
- Administration structure
- Developed template for teacher pay scale

Facilities

- Playground
 - We're \$3,000 over budget; without slide, only \$2,000
 - Got \$10,000 donated for concrete, saw cutting, equipment (companies donated)
 - March 24th playground work party
 - March 31st playground work party
 - Pushed slide to the summer; don't have it yet, can't be elevated, must be touching ground; might take down retaining wall and put in dirt/slide
 - Onpoint grant should cover \$2,000
 - To volunteer, call Jenny
 - Safety checklist needs to be completed (cake needed)
 - Basketball hoop? Maybe in side yard
 - Tetherball post issues, might get rid of