

MITCH Charter School
PSO Meeting held virtually via Zoom
Date: January 9, 2025

Call to Order: 6:34

PSO Leadership Present: Shannon Fairley, Alisha Morton, Fran Corey, Ann Lewis, Stephanie Irving Lee, Elisabeth Adkins, Kelly Asbra, Amber Miller, Starly Thoorsell, Cheri Kay Doty, Christine Sanchez, Tracy Senft

Parent Members Present: Cheryl, Josh Zigmond, Shahzad Husain, Wendy Sargent, Kristen Paul, Ashley Beyer, Tifane Zigmond, Julai Baldwin

Staff Members Present: Nicole Hans

Board Members Present: Daniela Pratt

Guests Present:

Welcome/Introductions

Approve Minutes - Cheri

-motion to approve by Kelly, 2nd by Starly

For: all Opposed: none Abstain: -

Review Staff Grants from Email Requests - Cheri

11/19/2024

Another staff grant request came in yesterday to purchase a rug for Ms Meyer's classroom. Rug spaces are an important part of the learning environment for each classroom. Please see the link below for the rug they are requesting. It's washable which is an added bonus. The cost is \$115.99. There is a \$10 off coupon now as well. Ms Meyer has not used any of her staff grant funds this year so we have the budget for this item. This purchase has MITCH admin approval.

<https://a.co/d/asy020N>

-motion to approve \$105.99 staff grant for Ms Meyer's (with \$10 off coupon) by Kelly, 2nd Starly

For: all Opposed: none Abstain: -

Review Financials - Stephanie

- We've had unexpected donations
- Bottle drop and dine outs have gone up
- Expenses still coming in for Teacher luncheon
- Expecting the candy check

Expenses ; bought new checks, holiday bonuses, and gift cards for support staff, staff grants and family support, improvements for hoop house from frontier fund, OBOB books and registration, paid for nutrition services from fox trot excess, \$1700 remaining from foxtrot excess.

We may be under budget for PD - at halfway haven't spent a ton. Still haven't spent much for Friday snacks, most people don't ask for that reimbursement, Kinder meet up didn't happen so we still have budget available in that line item, Staff Grants might roll in later, but still money in that account. From family support will probably spend the rest for end of year activity fund/scholarship.

Expected high net revenue, but it will have fluctuation over the spring

Director's Update - Caitlyn Blood/Nicole Hans

Thank you for the volunteering and PSO support

New staff will get information about books and staff grants

Concert for 3-5 next week - Tualatin High School

STEAM and Blazer's game this month (Shannon, send photos/logo file to share with Blazer's rep)

Professional Development Experience - Nicole Hans

Annual Charter School Conference - next year if a PSO rep would like to attend as well, it would be a great opportunity. Usually in Nov

It was a 2 day conference and you pick sessions to attend.(2 each day)

Sessions included:

Legal update

Classroom management

Differentiation strategies

Learned about a school that bought their own building – long process (Portland Village School)

It was great to hear about how different charter schools overcome challenges. Great place to collaborate and get to know people and ask questions of each other.

There was a presentation about different types of rest. Brought back to PD at the MITCH with the teachers, and talked about balancing physical, sensory, creative and other types of rest and different ways of resting. We don't often take enough time to rest. Talked about picking one type and implementing that strategy for rest. Learned about how to balance and take care of ourselves and rest more.

The best part was connecting with charter schools nearby and getting connected to their admin and being able to have that support and bounce ideas off each other. We can connect and ask budget questions etc. Camaraderie was great, and highly recommended. Consistently held down in Eugene

How many schools were there? 50% of the charter schools in Oregon were there. About 100...some are online schools.

This was the 2nd or 3rd Charter School conference since COVID

Was there a networking system in place for connecting after the event? All the slides were shared with everyone for each presentation. You kind of meet everyone on your own and make those connections. Schools are grouped together by geography.

PSO Leadership Team Vacancies - Shannon

PSO is actively recruiting. If anyone is available and interested please send us an email and we would love to chat! PSO Email is in the chat.

Some behind the scenes things besides big events: lots of ways to get involved!

Coordinate catered lunch for staff during PD days

Update the reader board weekly etc.

New Business

- Staff Grant and PD Requests - Shannon

Every staff member gets \$150 grant from PSO. Also a PD \$2000 collectively (1700 left in fund.)

These are typically voted on by the PSO

Teacher Helen (Ag teacher) was selected for OSU master gardener training. Training that is mostly online beginning at the end of January through OSU extension service. She is asking if the PSO could fund through PD line item. Course enrollment is \$250. Approved by MITCH admin.

-motion to approve by Kelly and 2nd by Christine

For: all Opposed: none Abstain: -

Teacher Helen also requests to problem solve around muddy boots tracking in the door. There is a heavy rug coming in the side door. But not enough. Her suggestion was boot scrubbers. To potentially be located at the bottom of stairs or on the other side (back side) of the ramp out of the way. The one proposed does not need to be bolted to the ground and is a two boot at once option. A 2 pack is \$40.99 from Amazon.

Could use Frontier Garden Fund for these, there is \$1029 left in this fund before spending \$82 on the boot scrubbers

Christine says boot scrubbers work well! Holding onto the railing bar would help.

2 -4 of the scrubbers to be efficient and get the class of kids back into the school.

Does it work to keep the shoe bin by the back door? Is it possible for the kids to switch shoes there?

-motion to use frontier funds to get the boot scrubbers by Kelly, 2nd by Christine

For: all opposed: none Abstain: none

Request from 1st grade for books will be coming.

Fall Recap of Family Support line item in our Budget \$6500 in that budget. Meal help in Nov and Dec and also holiday gift support, coats or shoes, and usually at the end of the year we use to go to scholarship and activity fees for families in need of that help. Of the \$6500 we've spent almost \$1500 on coats (2), 6 meal gift cards in Nov, 6 for Dec, assortment of holiday gifts for families. They were distributed confidentially and a great help to our community.

- **STEAM Night 1/24/2025 - Cheri**

STEAM Night will be January 24th from 6:30 - 8pm. Volunteers will begin arriving at 6pm along with Vendors around 5:45 - 6pm and getting set up by 6:15pm. Clean up from 8-9pm

Vendors we have lined up:

- Police Car and K9
- Ambulance
- Firetruck (depending on availability throughout the evening)
- City of Tualatin may bring some trucks—waiting to hear back
- Youth Music Project bringing instruments
- World Class Taekwondo
- Wolf Haven International - A non profit with a Wolf Preserve through WA & OR, they have an educational program called “Skull Detectives” with skull replicas that they show and explain to the kids
- NW Mineral Prospecting Club - tickets will be at the front counter for each child to “prospect” a scoop of sand and find their own minerals, there’s also a gold prospecting demonstration
- Youth Creative Labs - robotics, art, math, and science stations
- Caesar the Therapy Llama - hands on handler and will be inside the gym

We have need for volunteers for set up, line and crowd management, touch a truck supervision, and to help run some hands on science stations (same as last year with spaghetti noodle building and pennies w/ water experiments) and community art station. We'll also have clean up volunteer positions available. The volunteer sign-ups are for MITCH parents and extended family/siblings over 16. These are not through help counter as this is a parent supervised event. Sign-up through Sign-Up Genius going out ASAP.

- **Trail Blazers Game 1/30/2025 - Shannon**

If you did not yet purchase a ticket, ticket sales are closed, but send us an email and we will connect you to the Blazer’s rep—previously discussed is the person wearing the fox, accompanying the fox, and what we need to send to the Blazer’s rep for the event.

- **Safety and Disaster Bucket Update - Kelly**

Safety bucket in every classroom, things that the teachers could grab in the case of an emergency. (bandaids, lights, toilet bags, snacks, Made Good bars (allergen free)) The bars were purchased and then recalled from Target for metal shavings. Called Made Good and in the process of working with Target to exchange those. They HAVE been pulled from the buckets. And fruit snacks are still in the buckets. At the end of the school year, all the snacks will be given out at field day, fox trot etc. so we can buy new food supply and have a fresh stock. We will see if Target will honor the original 15% off we used to purchase the Made Good bars. Thank you Kelly for dealing with the Made Good bars recall and making sure we saw the recall notice!

Do we need a new bar brand for these buckets?

- **Spring Events / Event Chair Reviews**

- March Fundraiser - Flower Power in the past, but trying something new this year - Kelly? In reviewing the budget, potentially don't need the fundraiser. Stephanie will show us where we are under budget in our expenses. We don't anticipate a *need* for this fundraiser

Vote on skipping the March Fundraiser

-motion by Christine to take off this proposed fundraiser, 2nd by Stephanie
For: all Opposed: none Abstain: -

- **3/31 - 4/18 Read-A-Thon** - joint PSO/Board fundraiser. Will be discussed at the next board meeting, and what the funds should go for (intercom system installed, light fixtures that need to be upgraded to LED, gym floor)- send an email to Shannon if you feel strongly about what to use the funds for. Both teams will be collaborating and deciding where the funds go. - Christine/Elisabeth/Cheri helping with that - how do you feel about that Christine? But might want to take a backseat and reach out to sponsors that she has a relationship with. But as far as website goes, might want to take a backseat on that. Confirmed that Christine will be spearheading and reaching out to teachers - leadup. Planning on using 99pledges, they have a RAT template. Every family gets a link to sign up?
The board handles sponsorships and the PSO handles family interaction/donations. But still share the relationships we've made in the past so the board knows
Amber can help with website, before she's gone in March.
 - 4/12 Reading Community Event - partway through to donate and see what the need is, come in to the school and get the reading minutes in and get excited about the fundraiser.
 - 4/28 - 5/2 Book Fair - Krista and Sarah from the board are running this again. At some point they will need someone to train, so if anyone is interested and would like to do that. Christine and Elisabeth are excited about this.
 - 5/2 Game Night - Draw families in and shop the book fair. Thought is to hold it at MITCH this year. - Fran and Tracy signed up. Fran is still ok doing that. Last year we used scholastic books as prizes. Doing the same? We could use the books from bookmobile that Shannon is storing. Could order additional, and we have a lot of scholastic dollars.
Elisabeth could provide the bingo again? Art activity again? Tracy and Fran will talk about it and then involve the rest of the PSO
 - 5/5 - 5/9 T&SAW - Kelly and Cheri and Amber
 - June: 5th Grade Graduation - Fran and Tracy, lots of parents are interested in helping, so we can group them in. Cheri can chat with Fran too about last year's event
 - Kelly give an update on the candy buy back: we came in 1st for the donation, raised 1,010lbs of candy, \$1 per pound + \$500 bonus THANK YOU KELLY AND COMPANY

Committee Check-In

- **Dine Outs and Bottle Drop - Alisha**
CA pizza kitchen next Wednesday Jan 15th (flyer in chat)
Panda Express Feb 7
Pizza Hut March 11
Pastini April 17 - donate 40% from there!
May and June have options and will come up (Jo' burgers, Crumble)

Almost \$1300 came in from dineouts

Bottle Drop we had the holiday match and we brought in 79 bags, more than the last few years. With 20% match \$705.86 earned
Any more matches this year? Earth Day week in April

- **MITCH Merch and Mabel's Labels - Christine**
 - **Winter Merch Order**

One more merch order this year to open January 23, merch will be at the STEAM event with a QR code at welcome table, closes on February 8th. Merch will come in early mid march. Classic design again this year, a neutral logo and more neutral color options. Just that one design, which is on the free PE shirt (hoodies, shirts, long sleeves, hats, beanies) items will also be in black and heather gray + the colors, The long sleeves are slightly different colors. More neutral options this time.

Our last run of merch for the school year. We do this to keep prices low and quality high, so we have to have a hands on order window and place bulk orders. Then we sort out the order ourselves to deliver to families.

Volunteers and PSO members would love more help with this. Those not engaged with us yet and want a background job, this might be a great fit.

→This year our PSO team is 12, typically we have 15 and we could definitely use a few more people!

- **Staff Appreciation Lunches - Fran**
 - **1/17: 1st and 4th grade** - These happen on PD days and 1st and 4th are asked to help fund this time. (different grades for each luncheon) - Chipotle
 - This is the 4th luncheon this year
 - You can donate anytime at the PSO website, but an email went out specifically asking 1st and 4th - can we connect with Elisabeth and post on socials

Public Comment

Mable's Labels updates—we'll get a tag on our website, you can also go to their website and search for our school. We get a check every \$50. May need to do more marketing on this and a link. A QR code for merch and labels at STEAM night. Put these on the socials

Question: when are we coordinating a coat drive?

In nov and dec we purchased a few coats for needs that we were made aware of. You can reach out to the school counselor and MaryEllen and ask if there are needs, or to borrow if kids don't have a coat.

The uniform bins are out, you can take and drop off. Might need to get new tubs! Let's do it. -Ann and Shannon will talk about it, general PSO supplies could cover this. Over \$200 in this. 8 bins needed + a bin for the fox

Adjourn @ 8:19pm

Next Meeting Thursday February 13, 2025 *VIRTUAL*

Zoom meeting link: <https://zoom.us/j/91522628404?pwd=HvDj2YMAsal69HwDLMwVwwwv4XRcivW.1>

Meeting ID: 915 2262 8404, Passcode: 034442