



MITCH
Charter School
Board of Directors

Inspiring colorful acts of greatness

Administration:
Keri Butler, *Executive Director*

Members:
Danielle Olauson, Chair
Corey Cabrera, Secretary

Jordan Lundstrom

<http://mitchcharterschool.org/board-members/>

Regular Session Agenda

When: 8/4/2022 6:30pm-7:30pm

Where: Live, Virtually via Zoom

1. Opening Items

- o Call to Order: 6:33 PM
- o Roll call: Dani, Corey, Keri Butler, Sarah Parker, Sarah Herb, Ann Lewis, Jennifer Wytman, Eric Mann, Beth Hudson, Kimberly Lauman, Ashley, Robinson, Eric Mann, Daniela, Kelly Asbra, Stephanie Baxter, Nicole Hans, Valerie Mengis, Daniel, Beth Sethi, Mary Ellen, Jason Johnston, Alicia Ordway Koli, Anderson, Megan Muter, Tracy S, Nicole Wong, Caitlin Blood, Mary Ellen Rasmussen

2. Approve Agenda – Amendment – Unexpected expense to be discussed at later meeting - Motion Seconded by Corey. Approved by Board.

- o Approve June 16th & 21st Minutes – Motion seconded by Dani.
Approved by Board

3. Declaration of Vacancy – Open August 22nd Sarah Herb of OSBA. Reviewed the proposed calendar for the interim director search assumed that this is what the Board will go with along with the temp and executive director hiring process. Hiring Committee; 12-15 members teachers, parents. Needs; Adopt a search process calendar – Salary Range. Screening Committee – 14 days away – 18th Ready; Names and email addresses upon appointment so that Sarah can add. Marketing Information to be provided. \$74k available for board discussion

Keri – Focus on student achievement – someone who is a leader – and provide business side of things as a support. Established a salary range of 85,000-95,000 for the interim ED. Motion Seconded by Corey. Approved by Board



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4. Acting Director – Caitlin's first day is technically 8/27 as ED even though Keri's last physical day onsite is this 08/19/22. Dani Nominated Caitlin Blood as Acting Director; Motion Seconded by Corey. Approved by Board.
5. Director Search Process;
6. PSO Board Liaison - Sarah Parker discussed the uniting board, parents and PSO. Make sure there is no overlap between events and fundraising and to work with the parent-organization. She added that we need to find more community members.
7. Other discussion topics; Board Position – Access surveys, back to school night, lofty goals, "small achievable steps" – Vote to approve. Motion Seconded by Corey. Approved by Board.
8. Board Recruitment – Caitlin discussed the criteria for what an ideal candidate, legal background, teaching background, non-profit, fundraising, gifting for grants, financial background, local businesses. Sarah mentioned; sending letters, chamber of commerce, friends of Tualatin library, BNI. Letter to send out to professional networks. Marketing literature? Sarah suggested leverage community social media.
9. 2022-23 Parent Handbook – Keri
Sent out draft parent student handbook several weeks ago. Parents have received uniform requirements.
10. Closing Items 7:52

Public Comment* -

** Public and Board comment limited to 3 minutes per person. Note, neither the Board nor the Executive Director will address questions and issues during the comment period.*

Keri – Mentioned how proud of the staff she is in her time in the 3 years. She mentioned how proud the challenges that the staff and what students overcame



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and achieved. She is proud of the teachers. She is proud of the enhancement and improvement of inclusion

Beth Hudson – Thanking the board for the shorter timeline. (Echoed Keri) She also mentioned Keri’s support for her throughout her time and how difficult will be.

Kimberley Layman – As someone that knows of students, she comments that how great that the group and the challenge

Jennifer Wytman – Thanked the board for putting a lot of thought and timeline. And thought in diversifying the board.

Caitlin Blood – Talked about the topic of equity to the board years ago and talks about the drastic changes from where the board and school was and where we are at now. She concluded by talking about creating a community comparing to where it is now and how it is foundational to the school.

Board Comment* -

Danielle and Corey - Shared their gratitude toward Keri’s efforts and accomplishments serving MITCH and the impact that she made toward the students, staff and the community

Motion to adjourn the meeting at 8:02 pm

X _____
executive director

date



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X _____
board secretary

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