



Foundation Board –Regular Meeting
SJS School, 430 SW Monroe, Sheridan, OR
Thursday November 21, 2019 – 6:00 PM

Meeting Minutes

I. Call to Order and Roll Call – 6:06 pm

In attendance: Stephanie Jensen, Dick Paay, Elaine Burke, Beth Martin, Gay Hall-Pentecost, Jen Schulze.

Elaine moves to approve the agenda. Dick seconds. Motion carried unanimously.

II. Approve Minutes

Elaine moves to approve the regular meeting minutes for October 17, 2019, Elaine seconds. Motion carried unanimously.

III. Treasurer Report

Gay presented the treasurer report for October. Things look in line except for small equipment but there was a large donation to cover the chromebook purchase. Gay has reviewed all regular bank statements.

The budget for “small equipment” will have to be amended. Staff salaries will also have to be amended. The policy review will cost \$3,500, there is \$3,000 in the “legal” budget.

IV. School Business

A. School Report

The current student population is 84. There is a high school junior coming to visit next week, but that makes graduation difficult with a 4-year requirement for Japanese language.

The OSBA policy review is in the works (Leslie Fisher, Trainer). There will be one hour with the board and 4 hours with Jen.

Jen is continuing to do staff evaluations using the Elliott evaluation, which is heavy on student engagement.

She has found a Canadian company to do Crisis and Trauma training. One training day will be in January and the 2nd day will be in March. This will be paid for out of the Measure 98 funds (\$6,400).

Jen and the board discussed mission and vision statements.

For accreditation, SJS must be at Level 3.

The first year for Jen was focused on behavior and school safety, the second year focus was rigor, and this year’s focus is procedures for staff development.

Jen will be out starting December 17 for two weeks. The December board meeting will be moved to Monday, December 16.

Beth moves that \$6,400 of Measure 98 money (plus the cost of staff lunches) be used for Crisis and Trauma training sessions on January 30 and March 20, Elaine seconds. Motion carried unanimously.

The board discussed student enrollment numbers.

For next year, Jen is considering freeing up Glavan a couple of periods a day to assist Jen more. Also, she would like there to be more PE teacher time.

Discussion of guidelines for teachers taking second jobs. The board discussed a policy outline: Director must be notified in writing, the employee cannot use the SJS facility, rooms, computer or equipment for the 2nd job. Elaine will ask the SSD Superintendent if they have a policy on second jobs.

V. Foundation Business

A. Old Business

a. Executive Director Review

Dick drafted a review letter which Stephanie edited. Discussion tabled to next meeting. A hard copy will be given to Gay

b. Mission and Vision

Mission Statement: Inspiring passionate learners and global leaders.

Vision: Use the old mission statement as the vision statement.

Beth moves to adopt the new mission statement and replace the vision statement with the old mission statement, Elaine seconds. Motion carried unanimously.

B. New Business

a. OSBA Convention Update

Jen, Stephanie and Elaine attended the OSBA Convention, and were glad to have had time with the Sheridan School District board members.

The Student Success Act applications are due January-February 2020.

The board members need to do the Mandatory Reporting Webinar soon.

VI. Executive Session under ORS 192.660(2)(i)

No Executive session.

VII. Regular Meeting Adjourned at 8:29 pm

Next Meeting: Monday, December 16, 2019 at 6:00 pm