



# MINUTES

Date Aug 17 , 2023

6:00 pm

Howard Street Charter School



<b>Board Present:</b>  Jenny Hoelter Erik Davis Robin Saunders Wilson Jill Whitney Kelby Childers <b>QUORUM ACHIEVED –</b>	<b>Board Absent:</b> Leslie Thompson-Savage	<b>Guests:</b> Christina Tracy
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**Meeting Convened: 6:04 pm**

**Minutes approved: 6:20**

**Guest: Christina Tracy**

## Open Forum:

- Review and Approval of Meeting Minutes--Minutes approved at pm
- **Principals report:** Teachers return next Tuesday and we have a new staff member, Claire. All of the hiring paperwork has been completed. She has been working with CET with the costuming and will join Madison Hall in creating a costuming club and enhanced fiber arts.
- Enlightened theatrics has been using the dance studio this week along with Allied video has used the space adding a total of \$1400 of additional income.
- The new superintendent met with Christina, as she did with all principals in the district. She has an extensive background in management and charter schools (in Rhode Island-where they do things differently than Oregon) she also has quite a bit of knowledge in school choice and diversity from her experience in Tulsa.
- She encouraged Howard street to continue to reach out to schools to get the word out about Howard Street. She encouraged us to be content with our mission as it stands.
- The start of the school year activities have begun (planners, pouches, etc)
- Be ready for the potluck on Aug 31st at Riverfront park

- Cross Country will continue this year with Jennifer Haas as head coach and 3 assistant coaches that are parents. Matches are on Thursdays Sept 21st is the first meet. Students practice M, T, Th from 3:30-5:00. We have one of largest cross country teams in the city and having parents as assistant coaches is not sustainable as they cycle through in just a few years. Suggestion: Willamette students?

**Finance Committee:** If you look at our numbers line by line you can see the changes from year to year. Because it is the beginning of a new school year there isn't much to talk about at this point other than budget. We will need to look at our month to month as we move forward--some things may change from where we expect the budget to be. Some of the unexpected changes could just be because of the timing of funding coming in--as we have seen in the past. We have yet to receive any income from the state this school year so far, we usually get 3 installments (July, August, and September) in September.

**SIA Focus** areas are focused on the dance studio --about \$65,000 (of about 130k)in grant money is paying for the space across the street. The grant is coming from Corp taxes and is written into law and we should be receiving the grant until something changes. The second focus area is student mental health, Stronger Oregon. Options Counseling will be providing mental health services on Wednesdays. Stronger Oregon will continue to run groups after school. We've been initiating mental health services and supplies co-pays and payments for underinsured students. HSCS is continuing to find businesses to fill with student artwork. Additional expenses are coming from Newsela, Securely etc. field trips and transportation. Main Focus--arts ed, student support, student mental health

**Admissions Committee:** We are -1 in 8th grader who moved and 6th and 7th have remained the same.

**HR Committee (all):** At this time there are no applicants for the open custodial position. We may need to consider contracting a cleaning service at least once a month. However, precovid that cleaning fee for 2x a month was quoted at \$2100

**Facilities Committee:** Christina painted the basketball hoop, the parking lot is done, the sidewalks are nearly done. Christina's main focus is the dance studio. there are 4 antiquated HVACs and limited or no insulation and it has been at least 80 degrees in there in this hot weather with 2 of the systems running all the time.

**Board Priorities 2023/2024:** Events to keep parents in the loop about the goings on at Howard Street and maintain communication and community.

Board Recruitment --adding a couple more positions with diverse backgrounds that create a cohesive board. There is one community member interested in joining the board (a former parent) the board will reach out and extend an invitation to the September in person meeting.

- **Old Business:** Fall Potluck RiverFront Park August 31st, 2023 (Jill and Kelby will be out of town). Christina will bring the PA system from school. Sign-up sheet for volunteer opportunities (Robert) and a carpool sheet to help parents organize carpools (Christina). The event has been very informal in the past
- Chili cookoff possibly tabled for this year --we need to do some research about permitting. If a committee of parents want to organize then the board would be OK. Christina would rather look at whatever version of mexican dinner in the spring. Most board members had the consensus that this would be too quick of a turn around for planning.
- **Communication Plan:** Instagram is live, the first post was made today. HowardStreetcharter\_Salem. We will need to start creating some videos and images for posting. The first post went live today. Christina is working on buying an ipad for the school to take/create video on (in addition to some other features like security camera viewing).
- **Board Corner:** Jenny will take the first publication and we will assign a board member at the end of each meeting. The blurb update needs to be submitted to the office by the 15th of each month.
- NEXT MONTH--all boards must have a chair for DEI--Jenny will add to agenda for next month.
- Annual report is due Oct 15 (for us) 31st is the deadline. We will plan for this work at our September meeting--to approve by Oct meeting
- Have on our radar, doing an open house with Chamber next Spring--possibly during spring break, because we need to get on their schedule.

- Revive parent club in October. What would be useful from a board perspective. HSCS parent club is not a typical fundraising parent club, parent club is designed to be a support to the school. Oct 12, 2023 is the prelim date.
- Beginning Sept we will have a staff member presenting curriculum each month
- **New Business:** n/a

**Adjourn:** Meeting adjourned at 7:06 pm

**Next BOG meeting Scheduled: August 17, 2023 6:00 on Zoom**

**Request to make Sep 21, 2023 in person**

**October over zoom**

**November in person--admissions Nov 14th to accommodate Leslie's schedule**

**Dec over zoom**

**Jan over zoom**

**Feb in person**

**Mar over zoom**

**April over zoom**

**May in person**