



# MINUTES

Date Sep 21 , 2023

6:00 pm

Howard Street Charter School



<b>Board Present:</b>  Jenny Hoelter Erik Davis Jill Whitney Kelby Childers (zoom)  <b>QUORUM ACHIEVED –</b>	<b>Board Absent:</b> Leslie Thompson-Savage Robin Saunders Wilson	<b>Guests:</b> Christina Tracy
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**Meeting Convened: 6:13 pm** when quorum achieved in person

**Minutes approved: 6:15 pm**

**Guests: Christina Tracy**

## Introductions:

- Guest Introductions:
  - Andreas Wetzel (absent this meeting, plan to invite him again next month)
- Public Testimony – limit 3 minutes to agenda items only.  
No items shared

## Business:

- Curriculum Update: October's presentation will be STEM--McNamee
- Teacher spotlight: [Christina Tracy](#) "Humanities Overview"

7th grade humanities (year 26)--Christina expressed gratitude to the Board for allowing her to continue to teach to continue her combination of leadership and teaching, keeping her well connected in the building.

7th grade will start out with the Roman Empire and follow through the ages highlighting pivotal events and exposing students to new ideas and experiences. HSCS goes through their Humanities teaching in chronological order rather by region. Readings include The Outsiders, Where the Mountains Meet the Moon, Beowulf and other literature to support the teaching and learning. This unit also includes board games and experiential learning. This course is reading and

writing heavy, stretching students to their limits while creating an enjoyable learning experience.

- Principal's Report: The year has started off well and the 6th grade group has started off well and they are adjusting well to middle school. There is a diverse group of students with diverse needs and backgrounds. 2 eighth graders moved out of state (60) 2 seventh graders have left as well, current enrollment is 186 (w/poverty puts us at 192) and the district funds at 182. Next week is US Navy week in the City of Salem. They will be doing entertainment and community service. HSCS will accompany them to clean up Riverfront Park. There will be a concert at Willamette Heritage, they will be at Houck.

Next week the street behind the school will be completely closed for paving so families will be using the parking lot as entrances and exits. There is a broken window in the dance studio, Southtowne glass will be replacing the window soon--it is boarded up right now and according to the lease agreement the window replacement is HSCS's responsibility.

According to the Statesman Journal 1 in 3 children in Salem Keizer can read at grade level. HSCS scores at 7 in 10 for reading. The percentages are also markedly higher in Math and Science, with a great number of students exceeding in all categories. HSCS aims to reach to an academic level regardless of learning loss.

- Finance Committee: Comparing this year to last year we are about \$111,000 due to relief funding and the increase in ADMW. Our revenues compared to expenses puts us in the negative RIGHT NOW because of the timing of funding, we are in fact \$9,000 ahead with a projection of \$40,000 ahead by the end of the school year. There isn't a lot to discuss right now in terms of finances, but there will be more to discuss as the year moves forward.
- Admissions Committee: We need to submit to OFA by September 30th with current enrollment numbers. The waitlist is still 100 long.
- HR Committee
  - Custodial staff position: One person was interested but they didn't want the hours (evening) Christina is considering offering the position as a part time position to possibly attract a person (college student possibly etc). The position needs to be filled from 3-7 pm
- Facilities Committee: The update on the window across the street (see above). The fence has been completed and Christina has received many compliments. The dance

studio has its own issues that make it hard to facilitate changes because we don't own the building. Pentacle Theatre is renting the space for the month of January and Enlightened Theatrics used the space during the summer.

The district has supplied the school with 2 doses of Narcan and 2 doses of non-prescribed Epinephrine to aid in emergencies.

- Old business
  - Board Priorities in 2023-24
    - **Parent Engagement** *Goal: Spring/Fall board-sponsored events, announcement at Spring Music Event, presence at Parent Club*
      - Fall Potluck August 31 was successful with good turnout from families and positive feedback from parents. Last week we had a back to school night and over 80 people attended.
      - **October 12 parent club 6:00:** Focus is fundraising and planning the Mexican dinner in the spring. There appears to be about 6 parents that may be willing to contribute. In the past, a board liaison has helped but it hasn't been super successful. Christina is willing to facilitate--but is requesting we send out a survey to garner interest and purpose before we greenlight a parent club. Potential ideas: Northern Lights movie night, restaurant takeover (next fall chili cook-off) 10k is the fundraising goal for future field trips.
      - Board Update for monthly newsletter: **who's next?** Jenny
    - **Board Recruitment** *Goal: 2 new members, reflecting diverse viewpoints and skills*
    - **Communication** *Goal: Successfully enact the communication plan*
      - <https://docs.google.com/document/d/1pTTmdn6pDSQDCAnPjrXStyWIAIEfebbdOBvB06fYd8/edit>
      - Chamber tour during spring break
- New business
  - Annual Report—due for approval at October meeting
    - Contributions due by October 10 (Erik Finances, Christina staffing, Jill Facilities, Jenny introduction/ HR section and format demographics, all others will contribute to other sections and editing.

- Editing and formatting due at October meeting
  - HB 2281: Civil Rights Coordinator (excerpt below)
  - (2)(a) A district school board shall designate one or more civil rights coordinators for the school district. A civil rights coordinator may be an employee of the school district or the school district may enter into a contract with an education service district for the services of a civil rights coordinator. A civil rights coordinator, at a minimum, shall:
    - (A) Monitor, coordinate and oversee school district compliance with state and federal laws prohibiting discrimination in public education;
    - (B) Oversee investigations of complaints alleging discrimination in public education and ensure that the investigations are resolved;
    - (C) Provide guidance to school and school district personnel on civil rights issues in the school district, respond to questions and concerns about civil rights in the school district and coordinate efforts to prevent civil rights violations from occurring in the school district;
    - (D) Satisfy any training requirements prescribed by the State Board of Education by rule; and
    - (E) Comply with any rules adopted by the State Board of Education for the purpose of implementing this paragraph.
  - (b) As used in this subsection, “discrimination” has the meaning given that term in ORS 659.850 when used in relation to state law.
  - (c) For the purpose of this subsection, the Department of Education shall annually make available training for civil rights coordinators and the State Board of Education may adopt any necessary rules.
- **Civil Rights Coordinator** (board member) will oversee all of the above: There are quarterly webinars for this person to watch--we just have to have someone watch and report back the information to the board. Erik volunteered to be this year’s coordinator.  
Approved: 7:28 pm
- Future meetings: Continuing education for the board to continue talking about how we can be better-- (Staff Board Retreat and staff input to guide the continuing education)
- **Wednesday between 1-4** Oct 18th (tentative date) look at last year’s agenda to guide the new agenda coupled with asking the staff for input for board continuing education.

**Adjourn 7:35 pm**

Next BOG meeting Scheduled: October 19 via zoom 6:00 pm

**October over zoom**

**November in person--admissions Nov 14th to accommodate Leslie's schedule/Jill's Last meeting**

**Dec over zoom**

**Jan over zoom**

**Feb in person**

**Mar over zoom**

**April over zoom**

**May in person**