SPRINGWATER ENVIRONMENTAL SCIENCES SCHOOL

BOARD OF DIRECTORS

**MEETING AGENDA**

October 23, 2023

6:00pm

Held at Springwater Environmental Sciences School and via Zoom

**Call to Order:** 6:06pm

**Members Present:** Nathalie Doherty, Sarah Head, Jessica Henrickson, Lissa Hettervig, Andy Edmundson and Melly Murphy

**Members Absent:** Chris Sugg

**Non-Voting Member Present:** Greg Mylet and Jen Wozniak

**Community Present:**

**Approval of Board Meeting Minutes**

**MOTION TO APPROVE SEPTEMBER 26, 2023, MEETING MINUTES - APPROVED BY ALL**

\*We will be swapping agenda item 3) Architect Planning to go behind item 4) Principal’s Report.\*

**Principal Report**

Greg mentioned that students just got back from outdoor school at Mt. Ranier. The learning was rich. The Fall Festival was well attended and turned out great. Greg proposed to Parent Counsil to combine Curriculum Night with Fall Festival next year due to the low turnout of Curriculum Night. The kids made grape and apple juice from the garden. The Clackamas Woman’s Center taught lessons around child abuse. They used puppets to discuss. Greg suggested next year having confidential youth advocates that students can talk to regarding youth topics. Greg mentioned that having a younger person might be a good option for kids to discuss these topics with. The parent student teacher conferences were very well attended this year, which was great.

**School Improvement Account (SIA) for Approval**

Greg mentioned that we should make some changes to the adjustments to SIA grant. We will need to make corrections for actual salaries of instructors. Line A1 should be adjusted to “hire 0.5 FTE IA with a cost of $25,000. Line B1 has been adjusted to $34,000 for a 0.5 Instructional Assistant. We had a 0.8 position. The 0.8 person is now employed by the district. The 0.5 position is a non-SpEd person. It is better for the district to pay for the 0.8 and we pay for the 0.5. Line B1 has been adjusted to $34,000. and B2 has been adjusted to $54,400. Line C1 has a description for equity/restorative justice prices for equity audit. Also, proposing to hire a 0.35 FTE Garden instructor for $28,550. We need to official approve these changes to the grant itself because Greg will have to change the budget.

**MOTION TO APPROVE SIA ADJUSTMENTS FOR GRANT - APPROVED BY ALL**

**Upcoming Early Literary Grant**

Our early literacy grant is for $41,690.33. We have to match the grant with 25% of our own funding which is around $10,000. We can match the grant with what we are already doing, for example, the requirement can be met with our 0.5 FTTE IA hire for literacy work. We will try to contract with someone to do high dosage coaching for teachers. Contracting for this shouldn’t be impossible. Ideally would be good to get iPads for individual targeted literacy for kids. Eventually we will need to vote on this.

**SpEd and Facility Budget Adjustment Recommendations**

We need to adjust the budget due to the SpEd district hiring. We will wait until our next meeting to discuss with Chris Sugg available.

**PD Funds for 2 teachers**

Greg would like to approve the use of $1,575 for Rachael Fairbanks getting an English Language Learner certificate and $1,575 for Amanda Schwanz for working toward her Administrator License. Greg is the only one that holds an administrator license, in the past the board recommended that we had two administrators. Mark previously held the other administrator license. Unspent uncommitted professional development funds are returned to the general fund at the end of each fiscal year. The rationale behind this is it is a benefit for the school.

**MOTION TO APPROVE PROFESSIONAL DEVELOPMENT FUNDS FOR AMANDA AND RACHEL - APPROVED BY ALL**

**Matt Lowe Lawyer Representation**

Greg will sign the letter for engagement without a retainer with Matthew Lowe at Jordan Ramis as legal counsel.

**MOTION TO APPROVE SPRINGWATER AND GREG TO ENGAGE WITH MATTHEW LOWE BY A LETTER OF ENGAGEMENT WITHOUT A RETAINER - APPROVED BY ALL**

Should we have Matthew look into the ongoing lot line dispute and parking lot issue with Metro? Nathalie said she can engage with him next.

**Public Comment**

No public comment at this time.

\*We will move agenda item 6) Updates to ahead of agenda item 3) Architect Planning Proposals.\*

**Updates**

**Facilities**

During the Fall Festival someone parked on the septic and got their car stuck. Lissa suggested we put in some hog panels. Sarah suggested they make a sign. Lissa is going to donate 3 T-posts for the septic field. The septic company is coming to inspect and pump the tank.

We should consider parking lot attendants. We may need to talk to parent counsel about this for future events. Andrew suggested splitting the grades by times if the weather is bad. Melly mentioned that with siblings they would have to go to both if that was the case.

**Fundraising**

The auction will be on May 3rd at the same place as last year. We have a Makers Market date. There is a Dine Out at Mike’s tomorrow, October 24th.

**Budget**

Savings Account Balance is $865,792.84

Checking Account Balance is $577,720.90

**Architect Planning Proposals**

We started this process in the summer. Soderstrom highlighted the long-range facilities planning discussion and gave an overview of current plans, scope, and budget. The long-range facilities planning recap took place in May, July and August. The priorities discussed and agreed on were a focus on maintaining and improving existing structure, address select critical maintenance items, renovate, and expand admin and entry, expand learning lab, add small group meeting space, renovate kitchen, and renovate restrooms to make inclusive. Greg suggested having an area for kids to change in the bathrooms. Greg mentioned renovating the kitchen for community and learning use.

Based on the presented proposal, the critical maintenance items are around 969,898. The administration renovation and secure entry would be around $855,075, the learning lab expansion $78,000, art room renovation $19,500, restroom renovation $211,350 and kitchen renovation around $298,350. The total proposed project costs would be around $2.4 million all said and done and those are project costs so that's construction cost plus 30% soft costs. Sarah also mentioned long-term planning. The students wanted to have a library or a small group space/library. This meeting was focused on the immediate needs, and we will not forget the long-term planning.

What are we doing with this information? What should we work toward next? We need to discuss grant writing and investing in getting funding. We discussed needing to create a video to share. Greg suggested that we put the ideas in front of people, get feedback from folks, answer questions and then also the staff. Greg suggested next step is sharing with parent counsel. Soderstrum will speak in generalities for the big picture items. Nathalie mentioned that we should include the environmental and energy efficiencies.

**Jen Wozniak – Teacher Update**

They spoke with Robin for restorative justice work and she is working on a proposal. They would meet on an early release day. There is another woman writing up a proposal. They will look at both proposals to determine the best plan and rate. Both include an observation. They will listen, go into the classes, and then make a plan.

**Public Comment**

No public comment at this time.

**Adjourned Meeting at 8:49pm.**