SPRINGWATER ENVIRONMENTAL SCIENCES SCHOOL

BOARD OF DIRECTORS

**MEETING AGENDA**

November 11, 2023

6:00pm

Held at Springwater Environmental Sciences School and via Zoom

**Call to Order:** 6:05pm

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

**Members Absent:** Melly Murphy

**Non-Voting Member Present:** Greg Mylet

**Community Present:** Karin Wandtke, Josiah Edmundson and Anna Murray

**Approval of Board Meeting Minutes**

**MOTION TO APPROVE OCTOBER 23, 2023, MEETING MINUTES - APPROVED BY ALL**

**Audit Report Presented by Karin**

Karin Wadtke presented an overview of the audit of financial statements for the year ended June 30, 2023. The auditor’s report gave an unmodified clean opinion.

Chris asked what Karin is seeing for other schools that we could emulate. Karin recommended looking at cash flow throughout the year. Karin elaborated that sometimes the balance sheet is a snapshot in time and you may sometimes be above or below. Chris asked what are the rules for the deposits and the reserves? Karin said that the state has requirements when using public funds. That we need to hold funds in banks that are on the approved list.

Long term loans come due in 2025. This is a balloon payment so will have to refinance at that time. The current rate is 3.5% so will need to refinance at a much higher rate. There is a program through SNAP to help refinance for non-profits. We will explore programs to help us with a lower rate.

**MOTION TO APPROVE AUDIT REPORT - APPROVED BY ALL**

**Schedule Board Visioning Session**

Next board meeting is December 13th. The board visioning session is on Tuesday, January 9th at 5pm.

We need to evaluate Greg this year as well. We plan to do this early in the New Year.

**Principal’s Report**

Greg said Springwater had the middle school mixer that was a lot of fun. The Oregon City Mayor was at the school yesterday. We will do a food drive after Thanksgiving break. Greg is continuing to drive home the emphasis on community building.

**Planning Public Session for Facilities Assessment and Planning**

We need to set up a community meeting regarding the facilities assessment. We will have the architects attend to present the plan. We will plan for January for this meeting. We will do an evening and daytime time. At our next meeting we will select dates for the public session for the facilities assessment and planning meeting.

**Approve Literacy Coach in Relation to Early Literacy Grant**

There is around $42,000 available and if we meet the criteria, we get the grant. The application is difficult, but Greg recommends that we move forward with the application to get the grant. The literacy coach would cost roughly $20,000. The hours for this hire would be 4 hours/day, two days per week (Tuesday and Thursday). Greg is recommending that we hire this person immediately and start filling out the application.

**MOTION TO APPROVE THE LITERACY COACH POSITION - APPROVED BY ALL**

**Planning and Implementation of Early Literacy Success Grant Outline of Proposal**

Greg is recommending using some of the money toward research-aligned activities through adoption and implementation of curricula, employment of literacy specialists, coaches or intervention, professional development and coaching, extended learning programs and high-dosage tutoring.

Additionally, Greg has some questions for the district about support for Springwater and the missing support that the district is not providing. Greg would like to have an accounting of the money being spent as an overview.

**Public Comment**

No public comment at this time.

**Updates**

**Facilities**

The portable with the preschool has a leak in the roof. The roofer will provide a quote. The estimate was around $20,000. It might be best to replace the portable roof before the weather gets worse.

**MOTION TO APPROVE THE ROOF REPLACEMENT OF THE PORTABLE WITH A QUOTE NOT TO EXCEED $25,000 - APPROVED BY ALL**

**Fundraising**

Giving Tuesday is on November 28th. The Makers Market will be on December 2nd. The Papa Murphy’s Dine out is on December 6th. At our next meeting we will discuss hiring a grant writer and fundraiser. We will also further our discussion on the lottery process.

**Budget**

Savings as of 10/31/2023: $866,233.14

Checking as of 10/31/2023: $568,395.12

**Public Comment**

No public comment at this time.

**Adjourned Meeting at 7:36pm.**