

# **Ridgeline Montessori Public Charter School**

## **Site Council Meeting Minutes**

**Mission:** We are a governing body serving the Ridgeline community as a forum dedicated to all avenues of school improvement.

*The idea that everybody has a stake in the country, that we're all in it together and everybody's got a shot at opportunity. ...we also know that there are some things we can't do on our own. We know that there are some things we do better together.*  
*Barack Obama*

**Meeting: MONDAY October 19, 2009; 6:00 p.m.**

**Members present:** Bonnie Niemann (sitting in for Eric Bear), Jen Hornsby, Angela Larsen, Cynthia Friedman, Emily Kintigh, Chrystell Reed, Korben Almeida, Carrie Culliton and Adrienne Black.

**Call to order/Welcome/Kudos**

**Approve Sept Minutes** – Approved

**Items Raised by Guests** – Diana Fitzer was in attendance but did not raise any items  
**Additions/Changes to the Agenda** – None

### **Information Items**

- Biography update (*Jennifer Hornsby*) - Everyone has turned in their biographies. Jennifer gave the biographies to Nancy to post on the website. There will be a biography featured once a month in the Reader. Chrystell requested that Nancy build a page just for Site Council and the Board.
- Email address on website – Stake holder representatives' emails will be added to the website.
- Site council minute taker – Alyson, the new minute taker, attended this meeting.

## Discussion Items

### Stakeholder Representative Reports

**Board** – The Board met last week. They talked about issues with neighbors at the Dunn site. The need for new board members was discussed. They may vote next month to add new members and possibly vote on the number of positions needed. The Board discussed Site Council and the decision grid. They researched the Oregon school board website and found that the Board does write policy. The board would like to retain final say in all policy but would like to ask Site Council for help with the process of compiling information to make policy. Bonnie feels that it is important to have Site Council involved in decisions made by the Board since all stakeholders are represented. Everyone is OK with getting assignments from the Board.

**Teachers** (*Bonnie Niemann*) – The new site arrangement is a challenge. Teachers are finding it difficult to reserve enough time in shared spaces with neighbors. The cafeteria/gym is not available except during allotted times and teachers must put tables back after every use. Neighbors have complained to Trish about noise. The recess area is very muddy. Upper EI is tight for space. They need a space for silent reading. Teachers are managing 65 students in two joined classrooms.

**Classified Staff** - Emily hasn't had a chance to talk to IA's at Willard.

### Administration –

#### Enrollment 2009-10

- Kinder – 28; Lower EI – 87; Upper EI – 67; Middle School – 38 (220 total enrollment)
- We currently have openings in upper elementary (grades 4-5-6) and middle school (grades 7-8)
- Ridgeline would like to give two different enrollment projections, one if the current classroom arrangements are the same and one if more classroom space becomes available. The district wants a 3-year enrollment projection.

#### Current Account Balances

- Key Bank – Checking and Money Market \$105,550
- Washington Mutual - CD \$51,315
- First Tech- CD \$109,496

#### Financial

- The draft audit is due to 4J tomorrow, October 15. The final copy is due October 30.
- A revised budget for 2009-10 is also due to 4J tomorrow. The revised budget includes adjustments to the previously submitted operating budget plus fire related items and the dissemination grant.
- We may join forces with the Village school and apply for a matching PACE grant to enable each of the school offices (at Willard) to communicate with staff and students in the gymnasium and cafeteria. If we do so, we will make sure the system is movable.

### Re-chartering

- October 30, request for charter renewal is due along with the requested duration of the charter
- Renewal responses due to 4J November 30 (very similar to previous re-chartering process)
- It was suggested that the 4J board will want more demographic and parent survey data
- Superintendent will receive 4J's staff recommendation in December
- Probable 4J board decision on January 26

**Students** - Students plan to help keep the Dunn site clean. Middle School students will clean hallways and the breezeway. Middle School students don't feel too cramped in one classroom. They are having a dance on October 23<sup>rd</sup> at Willard in the cafeteria.

**Volunteer Coordinator** – DDD kickoff party was on 10/10. Around 80 people attended. The DDD has reached the \$5000 mark so far. We want \$17,000 by 11/6. Stone Soup has been moved to December 15<sup>th</sup>. Middle School's drama immersion week is 12/14-18. The Book Fair Kick-Off is on 11/20. Ridgeline will have a booth at Holiday Hall on December 12th & 13<sup>th</sup>. There may be a raffle at the Holiday Market for larger items. There is no fundraising committee this year. RCO is handling all fundraising.

**Parents** – (*Jennifer Hornsby*) –RCO had the first meeting with new co-conveners. It was very organized. Lisa Namyet has the ball rolling with fundraising. RCO wants to raise \$20,000. If each student raised \$100, it would total \$22,600. RCO wants all funds to go into the general fund with a focus on art and PE.

(*Angela Larsen*) – There is no news to report on progress with the SIP (School Improvement Plan).

### **Rechartering**

(*Carrie Culliton*) – The rechartering subcommittee needs to meet. This month we have to request charter renewal from 4J. Chrystell will make a draft letter and email to all subcommittee members. Rechartering is done every 5-10 years. 4J will give Ridgeline a matrix with questions to answer. This document is due back to 4J by November 30. 4J will access how we have kept in agreement with our charter and progress on SIP. 4J will visit school and give feedback. This year Ridgeline will try to apply for a 10-year contract. Carrie gave out copies of the charter contract to subcommittee members, along with the renewal process and a copy of the last recharter. 2005-2009 SIPs and 4J responses need to be compiled.

### **Decision Grid**

Subcommittee needs to meet. The members are Adrienne, Eric, Angela, Carrie and Trish.

### **H1N1 Policy**

The subcommittee can work by email rather than meeting in person. Cynthia, Chrystell, Eric, Adrienne and Angela need to evaluate what we need from each stakeholder group. The document needs to hold up for years and relate to other epidemics or pandemics.

**Action Items**

Who will do what by when?

- The rechartering committee will meet this month.
- Chrystell will make a draft letter requesting charter renewal and email it to all subcommittee members.
- The decision grid subcommittee needs to meet this month.
- The H1N1 Policy subcommittee will meet via email.

**Next Meeting: Monday, November 16th, 2009, 6:00 p.m.**

**Adjournment 7:06 pm**