

## SCHOOL BOARD MEETING AGENDA

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**THE COTTONWOOD SCHOOL**  
— OF CIVICS AND SCIENCE —

**DATE:** Dec 13, 2023      **TIME:** 4PM

**LOCATION:** Cottonwood School

**Mission Statement:** To provide a creative learning environment where students develop a sense of place and become stewards of the natural world and active citizens within our community.

Meeting began at 4:08. Meeting adjourned at 5:58pm.

### In Attendance

- Board: Mari, Jonathan, Matthew, Kyle, Emily
- Staff: Amanda McAdoo, Susan Hathaway, Lane, Katt

### Meeting Minutes

1. The Board acknowledges the planned resignations of Emily Sturgess Cleek and Amy Sample Ward and thanks them for their service on the board.
2. Approval of November minutes
  - a. Jonathan motioned and Mari Seconds
  - b. Approved unanimously
3. Literacy grant presentation and request for proposal was provided by Susan Hathaway with opportunity for public comment following the presentation.
  - a. Professional development and coaching-
    - i. 30 mins of differentiated staff dev't weekly
    - ii. Monthly coaching between principal and teachers, and bi-weekly class observation
  - b. Extended Learning Programs
    - i. Summer Acceleration Academy by PPS
    - ii. Outside organizations such as this provide intensive summer support
  - c. High Dosage Tutoring
    - i. Currently provided by Kat at 25 hours/week for K-3 students
    - ii. This grant would continue to support our efforts
  - d. Research aligned curriculum
    - i. Phonics Reading and Me, implemented in January of 2024- flexible and user-friendly for teachers; adaptive learning paths provide scaffolds; intentional progression
  - e. Student Growth Assessment (currently using CBM)
  - f. Matching funds- grant requires a 25% match of our total allocation
    - i. For 23-24 school year, = \$10,423, reallocated from ESSER funds
    - ii. For 24-25 = \$10,847, which will come out of general fund

g. Inventory of literacy tools

h. Budget

- i. 23-24 allocation \$41,000
  - 1. Admin \$1500
  - 2. Curriculum \$7000
  - 3. Prof Dev \$12,000
  - 4. Interventionist \$20,500

- ii. 24-25 allocation \$43,000
  - 1. Admin \$2000
  - 2. Tech \$2500
  - 3. Curriculum \$1800
  - 4. Reading Interventionist salary and benefits \$37,000

i. Following public questions and comments, Kyle Roy motioned that the board authorize CSCS to apply for the grant and approve the CSCS plan for this grant implementation. Matthew Seconds the motion. All board members approve.

- 4. Aviva proposes that we, as a board, look over the equity audit to evaluate future school improvement plan and to use data to do a 360 review of our administrative team.
- 5. Board proposes an election of a new board secretary. Matthew agrees to be interim secretary until January. Mari motions, Kyle seconds. All approve.
- 6. Emily offers contact information for a prospective new board member who has a background in education with an emphasis in serving students with various learning differences and disabilities.

Additional places to seek board members and create organizational alignment:

NAYA

OMSI

- 7. Board proposes to establish an executive committee to have a small group of board members to provide services (such as signing forms) and discuss topics specific to this smaller group.
- 8. Kyle presents the tax requirements of the school and teachers to support the Oregon Paid Family Medical Leave Act. Total for this budget year \$13,000/year
  - a. Amanda proposes that the school covers the full tax for this fiscal year and then at next fiscal year can let teachers know that they will be contributing in the future
  - b. Jonathan motions to approve the above plan. Kyle seconds. Board unanimously approves.