



**The Community Roots School Board Meeting**  
Tuesday, March 5, 2019 6:30 p.m.  
229 Eureka Ave. Silverton

## Agenda

1. Training – Jonathan Wolf (6:30-7:15)
2. Call meeting to order – Dan
3. Reading of Community Roots School Mission Statement – Jason  
*Rooted in our local community, we learn in an authentic Montessori environment, growing as conscientious and joyful learners, inspired to lead in the world community.*
4. Consent Agenda
  - Approve December Meeting Minutes
5. Audience with Visitors (Audience members may make comments to the board on any topic)
6. Administrator Report – Miranda Pickner (7:15-7:25)
7. Committee reports (Fundraising, Finance, School Growth) (7:25-7:35)
8. Discussion Items and Actions (7:35-8:30)
  - Policy - Ethics-Miranda
    - Discussion
    - Action
  - Staff contract-Miranda
    - Discussion
    - Action
  - Adolescent update-Miranda
    - Discussion
  - Elections planning-Miranda
    - Discussion

(7:00-7:15)

VISITORS: Meetings of the school board are for the members to conduct official school business. All meetings are open to the public, except executive sessions, which may be called according to Oregon law. Members of the public desiring to address the board are asked to contact the administrator at least one week in advance of the meeting. Large groups are asked to designate a primary spokesperson.

**The Community Roots School Board Meeting**  
**December 4, 2018**  
**DRAFT Minutes**

Board Members Present: Dan, Matt, Astrid, Dixon

Staff: Miranda

- 1) Consent agenda: Astrid moved to approve, Dixon seconds. **Unanimously approved.**
  
- 2) Audience with Visitors:
  - a. Kate Pattison;
    - i. spoke about Geer Crest and the challenges of running a small school. Assured the board that a committed group of parents are working on strategic planning.
    - ii. \$450k expansion grant update given.
    - iii. Updated the board on the Gray Family Foundation Planning Grant application.
  - b. Matt Rosen
    - i. Daughter just started in Hummingbird class
  - c. Fundraising – wreath sale, \$2500 made for the school, \$50k from the auction
- 3) Admin report – see handout.
  - a. Glass classroom update in salem
  - b. HR – vacancy in the Upper El classroom, Susan to continue subbing afternoon, Mirand to fill in. No immediate options for backfill at this time
  - c. Astrid asked for clarification on search for certified guide
  - d. Matt M asked if a long term sub could be added. Miranda affirmed that a sub is an option, but normalizing the classroom was the first priority.
  - e. Dixon asked about other short term solutions for filling the gap in the UE classroom i.e. “specials”.
- 4) Policy updates
  - a. ECACB – Miranda met with PACE. They advised we adopt the policy in case anyone uses a drone. **Dixon moves to adopt policy, Astrid seconds. Unanimously approved and adopted.**
  - b. GBC – ethics policy, Miranda needs questions from OSBA answered, board can take action in January mtg
- 5) Grant Application
  - a. \$20k planning grant, Gray Family Foundation Planning Grant; **Astrid moves to approve the submission of the grant app. Dixon seconds, board unanimously approved.**
  - b. Big \$400k grant disposition TBD 12/6 ish.
- 6) Revised Contract review – (NO action tonight)
  - a. Dan asked for more time to review the contract revisions; board can review with action in Jan meeting.
- 7) Meeting adjourned



## The Community Roots School March 2019 Board Meeting Administrator Report

### Enrollment:

- Current 127 - enrolled
  - Enrolling 2 new students

### 1. Enrollment

- a. Enrollment forms go out of the website on January 1<sup>st</sup> for deadline of March 2018
- b. Current CRS families will be asked to recommit by end of February

### 2. District Communication

- a. Partnering with the district to provide Equity Training to boards and staff
- b. ODE grant is being supported by the SFSD business office

### 3. Educational Accountability

- a. SBAC
  - i. Training will happen in March for testing of students in April and May
    1. New Science test based on NGSS
- b. STAR
  - i. 2<sup>nd</sup> round of testing is done and parents will receive reports at the March conferences
- c. Transparent Classroom
  - i. Families have access to teacher inputted Montessori lessons
- d. Benchmarks
  - i. Staff has begun work on creating a reporting out tool for students in Benchmark years detailing their progress
- e. Early Literacy Assessments and Interventions
  - i. Kindergarten and LE students that have been identified through use of STAR data, to be in the urgent intervention or intervention categories are receiving additional intervention support created by Hilary Conroy as extra duty work for CRS. She is helping CRS establish a reading intervention program.
- f. Math Educational Goals
  - i. Staff is spending early release and in-service days analyzing math data. Staff is broken up into two teams in which they are doing curriculum planning to support the goal increasing math work at the school.

### 4. Budget

- a. Preparing for PERS increase in the 19-20
  - i. Looking at options for increasing funding
- b. Grants
  - i. ODE expansion grant approved and systems in place for accountability
  - ii. Upper Elementary received funds for 4<sup>th</sup>-6<sup>th</sup> grade students to go to Outdoor School
  - iii. \$2000 grant from Whole Foods Foundation for water catchment system

### 5. Lunch Program

- a. Lunch provided by Sudexo/SFSD for the 18-19 school year

### 6. Community

- a. Monthly Community Meals hosted by Hilary Dumitrescu
- b. Coffee with Admin at ReCharge Café on the 1<sup>st</sup> Fridays of each month starting in March
- c. Parent Night with Jonathan Wolff on Monday, March 4<sup>th</sup> at 6pm

### 7. Facilities

- a. Carpets cleaned over break, and rugs need to be purchased to minimize impact
  - i. Looking into options of replacing carpet with another surface. Dirt is being tracked in.
- b. Meet with church, as per lease, there will be NO increase in lease amount, but analysis of other bills will be occurring.
- c. GeerCrest Board meeting in March to discuss partnering options for the future.



**8. Policy**

- a. Ethics policy
- b. Jonathan Wolff is coming to support the CRS community March – board training

**9. HR**

- a. 2 new assistants were hired to support the Falcons and the Meadowlark classrooms
- b. SB1003 – Dyslexia Screener training and Interventions being conducted
- c. Jonathan Wolf will be observing in each of the classroom and meeting with admin and staff member for feedback.

**10. Grant**

- a. PD
  - i. AMI Refresher Course
  - ii. NAMTA conference in Seattle
  - iii. Montessori Coaches Training
  - iv. Administrative Consultant
  - v. Dyslexia Training
    - 1. Partnering with District
    - 2. SB1003 and Gen Ed training
  - vi. Equity Training
    - 1. Partnering with district
  - vii. TAG Training
  - viii. National Center for Montessori in the Public Sector
    - 1. Child Study training
      - a. Academic and Behavior Support
    - 2. Observation training
      - a. DERS protocol – executive functioning analysis for the school
    - 3. Curriculum Analysis
      - a. Benchmarks and Portfolios
- b. Purchasing
  - i. Working on timelines for purchasing
  - ii. Need MOU and/or lease agreement with GeerCrest

**Board Meeting: March 2019**

**Presenter(s): Miranda Pickner**

**Type of Board Topic: Budget – 1<sup>st</sup> reading**

**Topic:** 5 year budget

**Background:** Each year CRS reviews the 5 year budget. CRS must approve a budget for the 19-20 school year and send it the district by April 1<sup>st</sup> of each year. The District is allowing for an extension until April 3<sup>rd</sup> (after the April 2<sup>nd</sup> board meeting). ODE has yet to produce the estimates for the 19-20 school year. Each year ODE produces those documents on March 1<sup>st</sup>, but this year they will be late. I have requested an extension from Andy Bellando. CRS will do a first reading of the budget in March and approval in April.

**Policy Questions or Concerns:** If ODE does not provide numbers that help to cover budget, what options shall CRS explore to balance the budget in the future.

**Recommendation:** Board provide feedback to admin during March board meeting.

	2018-2019		2019-2020		2020-2021		2021-2022		2021-2022	
<b>Revenue</b>										
ADM/Enrollment -Total	<u>132</u>	<u>128</u>	<u>139</u>	<u>135</u>	<u>139</u>	<u>135</u>	<u>139</u>	<u>135</u>	<u>139</u>	<u>135</u>
Lunch Revenue		\$0		\$0		\$0		\$0		\$0
Fundraising		\$30,000		\$30,000		\$30,000		\$30,000		\$30,000
Supply Fees - \$50 - \$75 in 19-20		\$7,680		\$10,125		\$10,125		\$10,125		\$10,125
ADM (\$6323 in 2018-2019)		\$834,636		\$887,515		\$896,550		\$903,500		\$910,450
<b>Total Revenue</b>		<b>\$872,444</b>		<b>\$927,775</b>		<b>\$936,675</b>		<b>\$943,760</b>		<b>\$950,710</b>
<b>Expenses</b>										
<b>Personnel</b>										
<u>Certified</u>	<u>7</u>		<u>8</u>		<u>8</u>		<u>8</u>		<u>8</u>	
Salaries - 1% COLA		295,000		340,000		343,400		346,834		350,302
ESL, Extra Duty, Counseling		3,500		3,500		3,500		3,500		3,500
<u>Classified - not FTE</u>	<u>6.5</u>		<u>5.5</u>		<u>5.5</u>		<u>5.5</u>		<u>5.5</u>	
Wages (192 days ) (includes GS, OS, art)		158,000		130,000		132,600		135,252		137,957
<b>Total Wages</b>		<b>\$456,500</b>		<b>\$473,500</b>		<b>\$479,500</b>		<b>\$485,586</b>		<b>\$491,759</b>
Benefits - full medical/health coverage		79,600		85,000		85,000		85,000		85,000
FICA/Medicare (7.65%)		34,922		36,223		36,682		37,147		37,620
Workers' Comp/Unemployment (.55%)		2,511		2,604		2,637		2,671		2,705
PERS - Employer (11.75%) 211		38,000	14.75%	65,000	14.75%	65,000	14.75%	65,000	14.75%	65,000
PERS - Employer (8%) 213		30,000		35,000		35,000		35,000		35,000
Substitutes - Teacher		\$15,000		\$5,000		\$6,000		\$6,000		\$6,000
Substitutes - Assistants		\$4,000		\$2,500		\$3,000		\$3,000		\$3,000
<b>Total Teachers Expenses</b>		<b>660,533</b>		<b>704,827</b>		<b>712,819</b>		<b>719,404</b>		<b>726,084</b>
<b>Administrator &amp; Office Manager</b>										
<u>Wages (205 days )</u>	<u>1</u>	<u>\$91,009</u>	<u>1</u>	<u>\$93,324</u>	<u>1</u>	<u>\$94,449</u>	<u>1</u>	<u>\$96,093</u>	<u>1</u>	<u>\$97,755</u>
Benefits		12,831		12,500		12,500		12,500		12,500
FICA/Medicare (7.65%)		\$6,962		\$7,139		\$7,225		\$7,351		\$7,478
Workers' Comp/Unemployment (.55%)		501		513		519		529		538
PERS - Employer (11.75%) 211		10,694	14.75%	13,765	14.75%	13,931	14.75%	14,174	14.75%	14,419
PERS - Employer (8%) 213		7,281		7,466		7,556		7,687		7,820
Bookkeeper		\$2,000		\$2,000		\$2,000		\$2,000		\$2,000
Substitutes		700		700		700		700		700
<b>Total Office Personnel Expenses</b>		<b>\$131,977</b>		<b>\$137,408</b>		<b>\$138,881</b>		<b>\$141,033</b>		<b>\$143,211</b>
<b>Subtotal Personnel</b>		<b>792,510</b>		<b>842,235</b>		<b>851,700</b>		<b>860,437</b>		<b>869,294</b>

<b>Staff Development</b>					
Staff/Curriculum Development	\$2,000	\$2,000	\$3,000	\$3,000	\$3,000
<b>Subtotal Staff Development</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>Operation &amp; Maintenance</b>					
Rent	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Custodial	\$5,000	\$7,500	\$7,500	\$7,500	\$7,500
GeerCrest	\$1,600	\$8,000	\$8,000	\$8,000	\$8,000
<b>Subtotal Operation &amp; Maintenance</b>	<b>\$46,600</b>	<b>\$55,500</b>	<b>\$55,500</b>	<b>\$55,500</b>	<b>\$55,500</b>
<b>Classroom Supplies &amp; Equipment</b>					
Teacher Supplies	\$6,000	\$2,000	\$6,000	\$6,000	\$6,000
Intervention Programs/assessment	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
<b>Subtotal Supplies &amp; Equipment</b>	<b>\$8,000</b>	<b>\$4,000</b>	<b>\$8,000</b>	<b>\$8,000</b>	<b>\$8,000</b>
<b>Administration Costs</b>					
Printing/Copies/Office Supplies	\$2,608	\$3,000	\$4,500	\$4,500	\$4,500
Transportation	\$600	\$1,000	\$1,000	\$1,000	\$1,000
<b>Subtotal Administration Costs</b>	<b>\$3,208</b>	<b>\$4,000</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>
<b>Board of Education Services</b>					
Audit	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Policy & Dues	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Legal	\$6,200				
Annual Report	\$500	\$500	\$500	\$500	\$500
Insurance	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500
<b>Subtotal Board of Education</b>	<b>\$20,200</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$14,000</b>
<b>Cont Fund 1.25%</b>	<b>\$0</b>	<b>\$11,597</b>	<b>\$11,708</b>	<b>\$11,797</b>	<b>\$11,884</b>
<b>Reserve Fund .6%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenses</b>	<b>\$872,518</b>	<b>\$933,332</b>	<b>\$949,409</b>	<b>\$958,234</b>	<b>\$967,178</b>
<b>Revenue less Expenses</b>	<b>-\$74</b>	<b>-\$5,557</b>	<b>-\$12,734</b>	<b>-\$14,474</b>	<b>-\$16,468</b>

The Community Roots School  
**Balance Sheet**  
As of February 8, 2019

Feb 8, 19

**ASSETS**

Current Assets

Checking/Savings

100 · Current Assets

101 · Citizens Bank 98,945.08

Total 100 · Current Assets 98,945.08

103 · Petty Cash 200.00

Total Checking/Savings 99,145.08

Total Current Assets 99,145.08

**TOTAL ASSETS 99,145.08**

**LIABILITIES & EQUITY**

Equity

32000 · Unrestricted Net Assets 40,967.95

Net Income 58,177.13

Total Equity 99,145.08

**TOTAL LIABILITIES & EQUITY 99,145.08**



CRS Donor Funds  
18-19

	Account	Description	YTD Transactions	Balance	Encumbrance	Budget Balance
1	760.0000.1920.142.000.912	CONTRIBUTIONS FROM PRIVATE SOURCES	-12000.00	12000.00	0.00	12000.00
2	760.1111.0410.142.000.912	Consumable Supplies and Materials	11420.00	-11420.00	0.00	-11420.00
3	760.1111.0460.142.000.912	Non-consumable Items	0.00	0.00	0.00	0.00
4	760.1111.0470.142.000.912	Computer Software	0.00	0.00	0.00	0.00
5	760.1111.0480.142.000.912	Computer Hardware	0.00	0.00	0.00	0.00
6	760.1111.0640.142.000.912	Dues and Fees	580.00	-580.00	0.00	-580.00
7	760.1121.0410.142.050.912	Consumable Supplies and Materials	0.00	0.00	0.00	0.00
8	760.1121.0470.142.050.912	Computer Software	0.00	0.00	0.00	0.00
9	760.1121.0480.142.050.912	Computer Hardware	0.00	0.00	0.00	0.00
10	760.1121.0640.142.000.912	Dues and Fees	0.00	0.00	0.00	0.00
11	760.1121.0640.142.050.912	Dues and Fees	0.00	0.00	0.00	0.00
12	760.2550.0330.142.000.912	Student Transportation Services	0.00	0.00	0.00	0.00
			\$0.00	\$0.00	\$0.00	\$0.00

CRS ODE Expansion Grant  
2/28/2019

	Account	Description	YTD Transactions	Balance	Encumbrance	Budget Balance
1	760.1121.0130.142.050.760	Additional Salary	0.00	0.00	0.00	0.00
2	760.1121.0310.142.050.760	Instructional, Professional & Tech Svc - OCSP	0.00	0.00	0.00	0.00
3	760.1121.0340.142.050.760	Travel Expenses - OCSP	0.00	0.00	0.00	0.00
4	760.1121.0410.142.050.760	Supplies & Materials - OCSP	629.90	-629.90	328.09	-957.99
5	760.1121.0460.142.050.760	Non Consumable Supplies - OCSP	0.00	0.00	0.00	0.00
6	760.1121.0470.142.050.760	Computer Software - OCSP	0.00	0.00	0.00	0.00
7	760.1121.0480.142.050.760	Computer Hardware - OCSP	0.00	0.00	0.00	0.00
8	760.1121.0640.142.050.760	Dues & Fees - OCSP	0.00	0.00	0.00	0.00
9	760.2210.0130.142.000.760	Additional Salary	1462.78	-1462.78	0.00	-1462.78
10	760.2210.0211.142.000.760	PERS ER Contribution - I, II, OPSRP	155.21	-155.21	0.00	-155.21
11	760.2210.0213.142.000.760	PERS UAL Contribution	105.66	-105.66	0.00	-105.66
12	760.2210.0220.142.000.760	ER Social Security/Medicare	110.51	-110.51	0.00	-110.51
13	760.2210.0231.142.000.760	Workers' Compensation	0.67	-0.67	0.00	-0.67
14	760.2210.0232.142.000.760	Unemployment Compensation	0.00	0.00	0.00	0.00
15	760.2210.0340.142.000.760	Travel Expenses - OCSP	0.00	0.00	4852.62	-4852.62
16	760.2210.0410.142.000.760	Supplies & Materials - OCSP	103.11	-103.11	0.00	-103.11
17	760.2210.0460.142.000.760	Non-Consumable Supplies - OCSP	0.00	0.00	0.00	0.00
18	760.2210.0470.142.000.760	Computer Software - OCSP	0.00	0.00	0.00	0.00
19	760.2210.0480.142.000.760	Computer Hardware - OCSP	0.00	0.00	0.00	0.00
20	760.2210.0640.142.000.760	Dues & Fees - OCSP	4367.98	-4367.98	2600.00	-6967.98
			\$6,935.82	(\$6,935.82)	\$7,780.71	(\$14,716.53)

The Community Roots School  
**Profit & Loss**  
July 1, 2018 through February 8, 2019

	<u>Jul 1, '18 - Feb 8, 19</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
2000 · Fundraising	64,387.28
2010 · School Related	8,213.35
2030 · Lunches	1,086.98
<b>Total Income</b>	<u>73,687.61</u>
<b>Gross Profit</b>	73,687.61
<b>Expense</b>	
380 · Professional Services	1,507.50
410 · Consumable Supplies & Materials	10,990.77
640 · Dues & Fees	3,012.21
<b>Total Expense</b>	<u>15,510.48</u>
<b>Net Ordinary Income</b>	58,177.13
<b>Net Income</b>	<u><u>58,177.13</u></u>



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- b. Grants
  - i. ODE expansion grant approved and systems in place for accountability
  - ii. Upper Elementary received funds for 4<sup>th</sup>-6<sup>th</sup> grade students to go to Outdoor School
  - iii. \$2000 grant from Whole Foods Foundation for water catchment system

### 5. Lunch Program

- a. Lunch provided by Sudexo/SFSD for the 18-19 school year

### 6. Community

- a. Monthly Community Meals hosted by Hilary Dumitrescu
- b. Coffee with Admin at ReCharge Café on the 1<sup>st</sup> Fridays of each month starting in March
- c. Parent Night with Jonathan Wolff on Monday, March 4<sup>th</sup> at 6pm

### 7. Facilities

- a. Carpets cleaned over break, and rugs need to be purchased to minimize impact
  - i. Looking into options of replacing carpet with another surface. Dirt is being tracked in.
- b. Meet with church, as per lease, there will be NO increase in lease amount, but analysis of other bills will be occurring.
- c. GeerCrest Board meeting in March to discuss partnering options for the future.



**8. Policy**

- a. Ethics policy
- b. Jonathan Wolff is coming to support the CRS community March – board training

**9. HR**

- a. 2 new assistants were hired to support the Falcons and the Meadowlark classrooms
- b. SB1003 – Dyslexia Screener training and Interventions being conducted
- c. Jonathan Wolf will be observing in each of the classroom and meeting with admin and staff member for feedback.

**10. Grant**

- a. PD
  - i. AMI Refresher Course
  - ii. NAMTA conference in Seattle
  - iii. Montessori Coaches Training
  - iv. Administrative Consultant
  - v. Dyslexia Training
    - 1. Partnering with District
    - 2. SB1003 and Gen Ed training
  - vi. Equity Training
    - 1. Partnering with district
  - vii. TAG Training
  - viii. National Center for Montessori in the Public Sector
    - 1. Child Study training
      - a. Academic and Behavior Support
    - 2. Observation training
      - a. DERS protocol – executive functioning analysis for the school
    - 3. Curriculum Analysis
      - a. Benchmarks and Portfolios
- b. Purchasing
  - i. Working on timelines for purchasing
  - ii. Need MOU and/or lease agreement with GeerCrest

**Board Meeting: March 2019**

**Presenter(s): Miranda Pickner**

**Type of Board Topic: Budget – 1<sup>st</sup> reading**

**Topic:** 5 year budget

**Background:** Each year CRS reviews the 5 year budget. CRS must approve a budget for the 19-20 school year and send it the district by April 1<sup>st</sup> of each year. The District is allowing for an extension until April 3<sup>rd</sup> (after the April 2<sup>nd</sup> board meeting). ODE has yet to produce the estimates for the 19-20 school year. Each year ODE produces those documents on March 1<sup>st</sup>, but this year they will be late. I have requested an extension from Andy Bellando. CRS will do a first reading of the budget in March and approval in April.

**Policy Questions or Concerns:** If ODE does not provide numbers that help to cover budget, what options shall CRS explore to balance the budget in the future.

**Recommendation:** Board provide feedback to admin during March board meeting.



	2018-2019		2019-2020		2020-2021		2021-2022		2021-2022	
<b>Revenue</b>										
ADM/Enrollment -Total	<u>132</u>	<u>128</u>	<u>139</u>	<u>135</u>	<u>139</u>	<u>135</u>	<u>139</u>	<u>135</u>	<u>139</u>	<u>135</u>
Lunch Revenue		\$0		\$0		\$0		\$0		\$0
Fundraising		\$30,000		\$30,000		\$30,000		\$30,000		\$30,000
Supply Fees - \$50 - \$75 in 19-20		\$7,680		\$10,125		\$10,125		\$10,125		\$10,125
ADM (\$6323 in 2018-2019)		\$834,636		\$887,515		\$896,550		\$903,500		\$910,450
<b>Total Revenue</b>		<b>\$872,444</b>		<b>\$927,775</b>		<b>\$936,675</b>		<b>\$943,760</b>		<b>\$950,710</b>
<b>Expenses</b>										
<b>Personnel</b>										
<u>Certified</u>	7		8		8		8		8	
Salaries - 1% COLA		295,000		340,000		343,400		346,834		350,302
ESL, Extra Duty, Counseling		3,500		3,500		3,500		3,500		3,500
<u>Classified - not FTE</u>	6.5		5.5		5.5		5.5		5.5	
Wages (192 days ) (includes GS, OS, art)		158,000		130,000		132,600		135,252		137,957
<b>Total Wages</b>		<b>\$456,500</b>		<b>\$473,500</b>		<b>\$479,500</b>		<b>\$485,586</b>		<b>\$491,759</b>
Benefits - full medical/health coverage		79,600		85,000		85,000		85,000		85,000
FICA/Medicare (7.65%)		34,922		36,223		36,682		37,147		37,620
Workers' Comp/Unemployment (.55%)		2,511		2,604		2,637		2,671		2,705
PERS - Employer (11.75%) 211		38,000	14.75%	65,000	14.75%	65,000	14.75%	65,000	14.75%	65,000
PERS - Employer (8%) 213		30,000		35,000		35,000		35,000		35,000
Substitutes - Teacher		\$15,000		\$5,000		\$6,000		\$6,000		\$6,000
Substitutes - Assistants		\$4,000		\$2,500		\$3,000		\$3,000		\$3,000
<b>Total Teachers Expenses</b>		<b>660,533</b>		<b>704,827</b>		<b>712,819</b>		<b>719,404</b>		<b>726,084</b>
<b>Administrator &amp; Office Manager</b>										
<u>Wages (205 days )</u>	1		1		1		1		1	
		\$91,009		\$93,324		\$94,449		\$96,093		\$97,755
Benefits		12,831		12,500		12,500		12,500		12,500
FICA/Medicare (7.65%)		\$6,962		\$7,139		\$7,225		\$7,351		\$7,478
Workers' Comp/Unemployment (.55%)		501		513		519		529		538
PERS - Employer (11.75%) 211		10,694	14.75%	13,765	14.75%	13,931	14.75%	14,174	14.75%	14,419
PERS - Employer (8%) 213		7,281		7,466		7,556		7,687		7,820
Bookkeeper		\$2,000		\$2,000		\$2,000		\$2,000		\$2,000
Substitutes		700		700		700		700		700
<b>Total Office Personnel Expenses</b>		<b>\$131,977</b>		<b>\$137,408</b>		<b>\$138,881</b>		<b>\$141,033</b>		<b>\$143,211</b>
<b>Subtotal Personnel</b>		<b>792,510</b>		<b>842,235</b>		<b>851,700</b>		<b>860,437</b>		<b>869,294</b>

<b>Staff Development</b>					
Staff/Curriculum Development	\$2,000	\$2,000	\$3,000	\$3,000	\$3,000
<b>Subtotal Staff Development</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>Operation &amp; Maintenance</b>					
Rent	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Custodial	\$5,000	\$7,500	\$7,500	\$7,500	\$7,500
GeerCrest	\$1,600	\$8,000	\$8,000	\$8,000	\$8,000
<b>Subtotal Operation &amp; Maintenance</b>	<b>\$46,600</b>	<b>\$55,500</b>	<b>\$55,500</b>	<b>\$55,500</b>	<b>\$55,500</b>
<b>Classroom Supplies &amp; Equipment</b>					
Teacher Supplies	\$6,000	\$2,000	\$6,000	\$6,000	\$6,000
Intervention Programs/assessment	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
<b>Subtotal Supplies &amp; Equipment</b>	<b>\$8,000</b>	<b>\$4,000</b>	<b>\$8,000</b>	<b>\$8,000</b>	<b>\$8,000</b>
<b>Administration Costs</b>					
Printing/Copies/Office Supplies	\$2,608	\$3,000	\$4,500	\$4,500	\$4,500
Transportation	\$600	\$1,000	\$1,000	\$1,000	\$1,000
<b>Subtotal Administration Costs</b>	<b>\$3,208</b>	<b>\$4,000</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>
<b>Board of Education Services</b>					
Audit	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Policy & Dues	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Legal	\$6,200				
Annual Report	\$500	\$500	\$500	\$500	\$500
Insurance	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500
<b>Subtotal Board of Education</b>	<b>\$20,200</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$14,000</b>
<b>Cont Fund 1.25%</b>	<b>\$0</b>	<b>\$11,597</b>	<b>\$11,708</b>	<b>\$11,797</b>	<b>\$11,884</b>
<b>Reserve Fund .6%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenses</b>	<b>\$872,518</b>	<b>\$933,332</b>	<b>\$949,409</b>	<b>\$958,234</b>	<b>\$967,178</b>
<b>Revenue less Expenses</b>	<b>-\$74</b>	<b>-\$5,557</b>	<b>-\$12,734</b>	<b>-\$14,474</b>	<b>-\$16,468</b>

The Community Roots School  
**Balance Sheet**  
As of February 8, 2019

Feb 8, 19

**ASSETS**

Current Assets

Checking/Savings

100 · Current Assets

101 · Citizens Bank 98,945.08

Total 100 · Current Assets 98,945.08

103 · Petty Cash 200.00

Total Checking/Savings 99,145.08

Total Current Assets 99,145.08

**TOTAL ASSETS** 99,145.08

**LIABILITIES & EQUITY**

Equity

32000 · Unrestricted Net Assets 40,967.95

Net Income 58,177.13

Total Equity 99,145.08

**TOTAL LIABILITIES & EQUITY** 99,145.08

CRS Donor Funds  
18-19

	Account	Description	YTD Transactions	Balance	Encumbrance	Budget Balance
1	760.0000.1920.142.000.912	CONTRIBUTIONS FROM PRIVATE SOURCES	-12000.00	12000.00	0.00	12000.00
2	760.1111.0410.142.000.912	Consumable Supplies and Materials	11420.00	-11420.00	0.00	-11420.00
3	760.1111.0460.142.000.912	Non-consumable Items	0.00	0.00	0.00	0.00
4	760.1111.0470.142.000.912	Computer Software	0.00	0.00	0.00	0.00
5	760.1111.0480.142.000.912	Computer Hardware	0.00	0.00	0.00	0.00
6	760.1111.0640.142.000.912	Dues and Fees	580.00	-580.00	0.00	-580.00
7	760.1121.0410.142.050.912	Consumable Supplies and Materials	0.00	0.00	0.00	0.00
8	760.1121.0470.142.050.912	Computer Software	0.00	0.00	0.00	0.00
9	760.1121.0480.142.050.912	Computer Hardware	0.00	0.00	0.00	0.00
10	760.1121.0640.142.000.912	Dues and Fees	0.00	0.00	0.00	0.00
11	760.1121.0640.142.050.912	Dues and Fees	0.00	0.00	0.00	0.00
12	760.2550.0330.142.000.912	Student Transportation Services	0.00	0.00	0.00	0.00
			\$0.00	\$0.00	\$0.00	\$0.00

CRS ODE Expansion Grant  
2/28/2019

	Account	Description	YTD Transactions	Balance	Encumbrance	Budget Balance
1	760.1121.0130.142.050.760	Additional Salary	0.00	0.00	0.00	0.00
2	760.1121.0310.142.050.760	Instructional, Professional & Tech Svc - OCSP	0.00	0.00	0.00	0.00
3	760.1121.0340.142.050.760	Travel Expenses - OCSP	0.00	0.00	0.00	0.00
4	760.1121.0410.142.050.760	Supplies & Materials - OCSP	629.90	-629.90	328.09	-957.99
5	760.1121.0460.142.050.760	Non Consumable Supplies - OCSP	0.00	0.00	0.00	0.00
6	760.1121.0470.142.050.760	Computer Software - OCSP	0.00	0.00	0.00	0.00
7	760.1121.0480.142.050.760	Computer Hardware - OCSP	0.00	0.00	0.00	0.00
8	760.1121.0640.142.050.760	Dues & Fees - OCSP	0.00	0.00	0.00	0.00
9	760.2210.0130.142.000.760	Additional Salary	1462.78	-1462.78	0.00	-1462.78
10	760.2210.0211.142.000.760	PERS ER Contribution - I, II, OPSRP	155.21	-155.21	0.00	-155.21
11	760.2210.0213.142.000.760	PERS UAL Contribution	105.66	-105.66	0.00	-105.66
12	760.2210.0220.142.000.760	ER Social Security/Medicare	110.51	-110.51	0.00	-110.51
13	760.2210.0231.142.000.760	Workers' Compensation	0.67	-0.67	0.00	-0.67
14	760.2210.0232.142.000.760	Unemployment Compensation	0.00	0.00	0.00	0.00
15	760.2210.0340.142.000.760	Travel Expenses - OCSP	0.00	0.00	4852.62	-4852.62
16	760.2210.0410.142.000.760	Supplies & Materials - OCSP	103.11	-103.11	0.00	-103.11
17	760.2210.0460.142.000.760	Non-Consumable Supplies - OCSP	0.00	0.00	0.00	0.00
18	760.2210.0470.142.000.760	Computer Software - OCSP	0.00	0.00	0.00	0.00
19	760.2210.0480.142.000.760	Computer Hardware - OCSP	0.00	0.00	0.00	0.00
20	760.2210.0640.142.000.760	Dues & Fees - OCSP	4367.98	-4367.98	2600.00	-6967.98
			\$6,935.82	(\$6,935.82)	\$7,780.71	(\$14,716.53)

The Community Roots School  
**Profit & Loss**  
July 1, 2018 through February 8, 2019

	<u>Jul 1, '18 - Feb 8, 19</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
2000 · Fundraising	64,387.28
2010 · School Related	8,213.35
2030 · Lunches	1,086.98
<b>Total Income</b>	<u>73,687.61</u>
<b>Gross Profit</b>	73,687.61
<b>Expense</b>	
380 · Professional Services	1,507.50
410 · Consumable Supplies & Materials	10,990.77
640 · Dues & Fees	3,012.21
<b>Total Expense</b>	<u>15,510.48</u>
<b>Net Ordinary Income</b>	58,177.13
<b>Net Income</b>	<u><u>58,177.13</u></u>

18-19 CRS - SSF Budget  
2/28/2019

	Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
	<b><u>Revenue</u></b>						
1	760.0000.1500.142.000.000	Earnings on Investments	-1100.00	-1100.00	0.00	0.00	0.00
2	760.0000.1600.142.000.000	Food Service	-9200.00	0.00	-9200.00	0.00	-9200.00
		Dyslexia Grant	-2700.00		-2700.00		-2700.00
3	760.0000.1760.142.000.000	Club Fund Raising	-40017.00	0.00	-40017.00	0.00	-40017.00
6	760.0000.1990.142.000.000	Miscellaneous - School Related	-8000.00	0.00	-8000.00	0.00	-8000.00
7	760.0000.3101.142.000.000	State School Fund—General Support	-834636.00	-554470.58	-280165.42	-307329.42	27164.00
9	760.0000.5400.142.000.000	BEGINNING FUND BALANCE	-84209.00	-84209.00	0.00	0.00	0.00
	<b><u>Expenditures</u></b>						
12	760.1111.0111.142.000.000	Licensed Salaries	250394.78	128570.26	121824.52	121824.52	0.00
13	760.1111.0112.142.000.000	Classified Salaries	142679.17	71538.07	71141.10	71141.10	0.00
14	760.1111.0117.142.000.000	Unused Leave	4000.00	0.00	4000.00	0.00	4000.00
15	760.1111.0121.142.000.000	Substitutes Licensed	2341.30	2341.30	0.00	0.00	0.00
17	760.1111.0130.142.000.000	Additional Salary	12.75	12.75	0.00	0.00	0.00
18	760.1111.0211.142.000.000	Employer Contribution, Tier I and Tier II	38610.90	19093.07	19517.83	19517.83	0.00
20	760.1111.0213.142.000.000	PERS UAL Contribution	26288.19	12999.52	13288.67	13288.68	-0.01
21	760.1111.0220.142.000.000	Social Security Administration	30542.43	16426.95	14115.48	14115.48	0.00
22	760.1111.0231.142.000.000	Workers' Compensation	2567.74	2461.36	106.38	106.38	0.00
24	760.1111.0240.142.000.000	Contractual Employee Benefits	71814.40	36505.63	35308.77	35309.04	-0.27
25	760.1111.0310.142.000.000	PRIMARY INSTRUCTION/SERVICES	970.00	970.00	0.00	0.00	0.00
26	760.1111.0311.142.000.000	Instruction Services - Substitutes	12000.00	10658.86	1341.14	0.00	1341.14
27	760.1111.0312.142.000.000	Instructional Programs Improvement Services	2482.36	2482.36	0.00	0.00	0.00
29	760.1111.0410.142.000.000	Consumable Supplies and Materials	9670.00	5877.03	3792.97	867.92	2925.05
33	760.1111.0460.142.000.000	Non-consumable Items	5000.00	1690.00	3310.00	3310.00	0.00

18-19 CRS - SSF Budget  
2/28/2019

	Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
34	760.1111.0470.142.000.000	Computer Software	690.00	690.00	0.00	0.00	0.00
36	760.1111.0640.142.000.000	Dues and Fees	1055.85	1055.85	0.00	0.00	0.00
44	760.1121.0111.142.050.000	Licensed Salaries	44359.00	22114.48	22244.52	22179.52	65.00
45	760.1121.0112.142.050.000	Classified Salaries	17738.41	4507.02	13231.39	13231.39	0.00
50	760.1121.0220.142.050.000	Social Security Administration	3509.93	2011.70	1498.23	1666.92	-168.69
51	760.1121.0231.142.050.000	Workers' Compensation	24.03	19.26	4.77	7.95	-3.18
53	760.1121.0240.142.050.000	Contractual Employee Benefits	7447.15	3723.54	3723.61	3723.60	0.01
69	760.1291.0130.142.280.000	Additional Salary	1000.00	585.60	414.40	0.00	414.40
70	760.1291.0211.142.280.000	ESL PROGRAM/DISTRICT PERS	57.34	68.81	-11.47	0.00	-11.47
71	760.1291.0212.142.280.000	ESL PROGRAM/PERS PICKUP	29.28	35.14	-5.86	0.00	-5.86
72	760.1291.0213.142.280.000	ESL PROGRAM/PERS UAL	39.04	46.85	-7.81	0.00	-7.81
73	760.1291.0220.142.280.000	ESL PROGRAM/SOCIAL SECURITY	35.95	43.16	-7.21	0.00	-7.21
74	760.1291.0231.142.280.000	ESL PROGRAM/WORKERS COMP	3.48	4.17	-0.69	0.00	-0.69
89	760.2210.0130.142.000.000	Additional Salary	700.00	358.32	341.68	0.00	341.68
90	760.2210.0211.142.000.000	Employer Contribution, Tier I and Tier II	30.63	30.63	0.00	0.00	0.00
92	760.2210.0213.142.000.000	PERS UAL Contribution	20.85	20.85	0.00	0.00	0.00
93	760.2210.0220.142.000.000	Social Security Administration	27.19	27.19	0.00	0.00	0.00
94	760.2210.0231.142.000.000	Workers' Compensation	0.25	0.25	0.00	0.00	0.00
108	760.2240.0130.142.000.000	Additional Salary	833.35	833.35	0.00	0.00	0.00
109	760.2240.0211.142.000.000	Employer Contribution, Tier I and Tier II	97.92	97.92	0.00	0.00	0.00
110	760.2240.0213.142.000.000	PERS UAL Contribution	66.66	66.66	0.00	0.00	0.00
111	760.2240.0220.142.000.000	Social Security Administration	78.24	78.24	0.00	0.00	0.00
112	760.2240.0231.142.000.000	Workers' Compensation	1.04	1.04	0.00	0.00	0.00
114	760.2240.0240.142.000.000	Contractual Employee Benefits	-19.11	-19.11	0.00	0.00	0.00
115	760.2240.0310.142.000.000	Instructional, Professional and Technical Services	2189.25	2189.25	0.00	0.00	0.00
116	760.2240.0340.142.000.000	Travel	179.85	179.85	0.00	0.00	0.00



18-19 CRS - SSF Budget  
2/28/2019

	Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
119	760.2310.0381.142.000.000	Audit Services	6850.00	6850.00	0.00	0.00	0.00
120	760.2310.0382.142.000.000	Legal Services	6163.00	6163.00	0.00	0.00	0.00
122	760.2310.0640.142.000.000	Dues and Fees	800.00	560.50	239.50	0.00	239.50
123	760.2310.0650.142.000.000	Insurance and Judgments	5348.00	5348.00	0.00	0.00	0.00
	760.2310.0670.142.000.000	Taxes and Licenses	313.00	313.00	0.00	0.00	0.00
126	760.2490.0112.142.000.000	Classified Salaries	20857.00	12166.56	8690.44	8690.44	0.00
127	760.2490.0113.142.000.000	Administrators	70791.00	41294.75	29496.25	29496.25	0.00
132	760.2490.0211.142.000.000	Employer Contribution, Tier I and Tier II	10768.57	6281.67	4486.90	4486.91	-0.01
134	760.2490.0213.142.000.000	PERS UAL Contribution	7331.88	4276.93	3054.95	3054.95	0.00
135	760.2490.0220.142.000.000	Social Security Administration	7011.00	4089.76	2921.24	2921.25	-0.01
136	760.2490.0231.142.000.000	Workers' Compensation	41.28	24.99	16.29	15.69	0.60
138	760.2490.0240.142.000.000	Contractual Employee Benefits	12646.97	7308.42	5338.55	5338.85	-0.30
139	760.2490.0310.142.000.000	Instructional, Professional and Technical Services	1323.00	660.14	662.86	662.86	0.00
140	760.2490.0350.142.000.000	Communication	200.00	19.65	180.35	180.35	0.00
142	760.2490.0410.142.000.000	Consumable Supplies and Materials	1800.00	637.19	1162.81	392.81	770.00
143	760.2490.0640.142.000.000	Dues and Fees	2800.00	2152.36	647.64	648.05	-0.41
151	760.2520.0380.142.000.000	Non-instructional Professional and Technical Servi	3000.00	940.00	2060.00	2025.00	35.00
159	760.2540.0320.142.000.000	Property Services	500.00	500.00	0.00	0.00	0.00
160	760.2540.0324.142.000.000	Rentals	45000.00	26399.78	18600.22	18600.22	0.00
172	760.2550.0330.142.000.000	Student Transportation Services	800.00	379.15	420.85	0.00	420.85
181	760.3100.0112.142.000.000	Classified Salaries	7000.00	4799.48	2200.52	0.00	2200.52
182	760.3100.0130.142.000.000	Additional Salary	102.71	102.71	0.00	0.00	0.00
185	760.3100.0220.142.000.000	Social Security Administration	305.26	375.03	0.00	0.00	0.00
186	760.3100.0231.142.000.000	Workers' Compensation	4.43	5.45	0.00	0.00	0.00
189	760.3100.0450.142.000.000	Food	18.30	18.30	0.00	0.00	0.00

18-19 CRS - SSF Budget  
2/28/2019

	Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
191	760.4120.0530.142.000.000	Improvements Other Than Buildings	5600.00	5600.00	0.00	0.00	0.00
196	760.6110.0810.142.000.000	Planned Reserve	0.00	0.00	0.00	0.00	0.00
197	760.7000.0820.142.000.000	Reserved for Next Year	82917.00	0.00	82917.00	0.00	82917.00
			\$0.00	(\$152,115.58)	\$152,186.37	\$89,474.54	\$62,711.83

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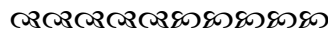


# Community Roots School Ballot

May, 2019

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Community Roots School is a charter school, governed by a school board, which is elected by the parents of students and the current members of the board. If you have more than one child who is a student at the school, you are entitled to one ballot per student. The correct number of ballots should be in your packet. Ballots are anonymous.



## Board of Directors position: Term 2019-2021

*Please vote for 1 (one) candidates by marking the box next to the name.* Note: These positions are uncontested and the CRS will fill all positions.

**Dan Kaplan**

Dan is seeking re-election to the Community Roots Board for a third board term. Dan is currently the Board President. Dan is a Global Supply Chain Manager for Oregon manufacturing company. He is pragmatic, good at tracking many moving parts of a project and a consensus builder. Dan holds a Bachelor of Science in child and family development. Dan is heavily invested in the Silverton Montessori community and is passionately interested in the continued viability of Silverton's only Charter Montessori option. Dan and his wife Megan have three children.

*Potential conflicts of interest: Dan has two children currently attending CRS.*

**Community Roots School**  
Board of Directors Application Form

Please complete and return this form along with a signed Board Position Description and the background check information request in the enclosed self-addressed envelope by **Friday, April 26th**. Thank you for your interest.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Relevant volunteer and/or employment experience (attach a resume if relevant):

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Why are you interested in serving as a Board Director of Community Roots School?

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Area(s) of expertise/contributions you feel you can make to Community Roots as a Board Director:

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Other current volunteer commitments:

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Potential conflicts of interest: Do you have a child who attends or will attend Community Roots School? Do you have a family member who works for Community Roots School? Do you have a family member who works for or is on the board of the Silver Falls School District?

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## Community Roots School Board of Directors

### 2019 Call for Nominations

The CRS Board of Directors would like to invite members of our community to nominate individuals for our forthcoming board election. This is an important process and your participation is critical, both in seeking out qualified nominees as well as in voting in the May election. A vibrant and successful board depends on a diversity of skills and backgrounds, with individuals bringing their energy and commitment to help create an educational experience that is worthy of our students and staff.

The nomination form and the board member position description are attached. Once the nomination is received by the committee, an invitation packet will be sent to the nominee, which will include additional information about CRS and an application form. All nominations that pass an initial screening process, including a background check, will proceed to the election. This is a time-sensitive process, so please be aware of the dates and deadlines provided. You may return nomination forms at any time between now and April 15th. Forms may be turned in at the school. If you have any questions, please text or call Jennifer de Jong at 503.949.3629.

On behalf of the CRS Board, thank you for your participation in this process, and we look forward to your nominations!

#### Important Dates

Monday, April 15 – Nominations close

Friday, April 26 – Applications due from all nominees

Wednesday, May 1 – Ballots mailed out to CRS voting members (families and board members)

**Thursday, May 23 - Annual Meeting** Candidates invited to attend; School community invited to meet candidates

Friday, May 24 – All ballots due to CRS by 3:00pm

Wednesday, May 29 – Ballots counted, election results reported to candidates

Friday, May 31 – Election results reported to school community

Tuesday, June 4 – New directors attend board meeting

# Community Roots School

## 2019 Board of Directors Nomination Form

This form may be used by anyone in our community to nominate individuals to serve on the Community Roots School Board. Please return the completed form to the school, by **Monday April 15th**.

Nominee : \_\_\_\_\_

Employer and Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (Cell) (\_\_\_\_) \_\_\_\_\_ (Home) (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Do you know this individual personally? (please circle)                      Yes      No

If yes, for how long and in what capacity?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you already spoken with this individual about a possible board candidacy?    Yes    No

Please provide other details that may be relevant or helpful to the committee.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In your opinion, what relevant experience, background, skills or access to community resources would this individual bring to the CRS Board? (continue on the back of this page if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your Name: \_\_\_\_\_ Relationship to CRS: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

18-19 CRS - SSF Budget  
2/28/2019

	Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
	<b><u>Revenue</u></b>						
1	760.0000.1500.142.000.000	Earnings on Investments	-1100.00	-1100.00	0.00	0.00	0.00
2	760.0000.1600.142.000.000	Food Service	-9200.00	0.00	-9200.00	0.00	-9200.00
		Dyslexia Grant	-2700.00		-2700.00		-2700.00
3	760.0000.1760.142.000.000	Club Fund Raising	-40017.00	0.00	-40017.00	0.00	-40017.00
6	760.0000.1990.142.000.000	Miscellaneous - School Related	-8000.00	0.00	-8000.00	0.00	-8000.00
7	760.0000.3101.142.000.000	State School Fund—General Support	-834636.00	-554470.58	-280165.42	-307329.42	27164.00
9	760.0000.5400.142.000.000	BEGINNING FUND BALANCE	-84209.00	-84209.00	0.00	0.00	0.00
	<b><u>Expenditures</u></b>						
12	760.1111.0111.142.000.000	Licensed Salaries	250394.78	128570.26	121824.52	121824.52	0.00
13	760.1111.0112.142.000.000	Classified Salaries	142679.17	71538.07	71141.10	71141.10	0.00
14	760.1111.0117.142.000.000	Unused Leave	4000.00	0.00	4000.00	0.00	4000.00
15	760.1111.0121.142.000.000	Substitutes Licensed	2341.30	2341.30	0.00	0.00	0.00
17	760.1111.0130.142.000.000	Additional Salary	12.75	12.75	0.00	0.00	0.00
18	760.1111.0211.142.000.000	Employer Contribution, Tier I and Tier II	38610.90	19093.07	19517.83	19517.83	0.00
20	760.1111.0213.142.000.000	PERS UAL Contribution	26288.19	12999.52	13288.67	13288.68	-0.01
21	760.1111.0220.142.000.000	Social Security Administration	30542.43	16426.95	14115.48	14115.48	0.00
22	760.1111.0231.142.000.000	Workers' Compensation	2567.74	2461.36	106.38	106.38	0.00
24	760.1111.0240.142.000.000	Contractual Employee Benefits	71814.40	36505.63	35308.77	35309.04	-0.27
25	760.1111.0310.142.000.000	PRIMARY INSTRUCTION/SERVICES	970.00	970.00	0.00	0.00	0.00
26	760.1111.0311.142.000.000	Instruction Services - Substitutes	12000.00	10658.86	1341.14	0.00	1341.14
27	760.1111.0312.142.000.000	Instructional Programs Improvement Services	2482.36	2482.36	0.00	0.00	0.00
29	760.1111.0410.142.000.000	Consumable Supplies and Materials	9670.00	5877.03	3792.97	867.92	2925.05
33	760.1111.0460.142.000.000	Non-consumable Items	5000.00	1690.00	3310.00	3310.00	0.00

18-19 CRS - SSF Budget  
2/28/2019

	Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
34	760.1111.0470.142.000.000	Computer Software	690.00	690.00	0.00	0.00	0.00
36	760.1111.0640.142.000.000	Dues and Fees	1055.85	1055.85	0.00	0.00	0.00
44	760.1121.0111.142.050.000	Licensed Salaries	44359.00	22114.48	22244.52	22179.52	65.00
45	760.1121.0112.142.050.000	Classified Salaries	17738.41	4507.02	13231.39	13231.39	0.00
50	760.1121.0220.142.050.000	Social Security Administration	3509.93	2011.70	1498.23	1666.92	-168.69
51	760.1121.0231.142.050.000	Workers' Compensation	24.03	19.26	4.77	7.95	-3.18
53	760.1121.0240.142.050.000	Contractual Employee Benefits	7447.15	3723.54	3723.61	3723.60	0.01
69	760.1291.0130.142.280.000	Additional Salary	1000.00	585.60	414.40	0.00	414.40
70	760.1291.0211.142.280.000	ESL PROGRAM/DISTRICT PERS	57.34	68.81	-11.47	0.00	-11.47
71	760.1291.0212.142.280.000	ESL PROGRAM/PERS PICKUP	29.28	35.14	-5.86	0.00	-5.86
72	760.1291.0213.142.280.000	ESL PROGRAM/PERS UAL	39.04	46.85	-7.81	0.00	-7.81
73	760.1291.0220.142.280.000	ESL PROGRAM/SOCIAL SECURITY	35.95	43.16	-7.21	0.00	-7.21
74	760.1291.0231.142.280.000	ESL PROGRAM/WORKERS COMP	3.48	4.17	-0.69	0.00	-0.69
89	760.2210.0130.142.000.000	Additional Salary	700.00	358.32	341.68	0.00	341.68
90	760.2210.0211.142.000.000	Employer Contribution, Tier I and Tier II	30.63	30.63	0.00	0.00	0.00
92	760.2210.0213.142.000.000	PERS UAL Contribution	20.85	20.85	0.00	0.00	0.00
93	760.2210.0220.142.000.000	Social Security Administration	27.19	27.19	0.00	0.00	0.00
94	760.2210.0231.142.000.000	Workers' Compensation	0.25	0.25	0.00	0.00	0.00
108	760.2240.0130.142.000.000	Additional Salary	833.35	833.35	0.00	0.00	0.00
109	760.2240.0211.142.000.000	Employer Contribution, Tier I and Tier II	97.92	97.92	0.00	0.00	0.00
110	760.2240.0213.142.000.000	PERS UAL Contribution	66.66	66.66	0.00	0.00	0.00
111	760.2240.0220.142.000.000	Social Security Administration	78.24	78.24	0.00	0.00	0.00
112	760.2240.0231.142.000.000	Workers' Compensation	1.04	1.04	0.00	0.00	0.00
114	760.2240.0240.142.000.000	Contractual Employee Benefits	-19.11	-19.11	0.00	0.00	0.00
115	760.2240.0310.142.000.000	Instructional, Professional and Technical Services	2189.25	2189.25	0.00	0.00	0.00
116	760.2240.0340.142.000.000	Travel	179.85	179.85	0.00	0.00	0.00



18-19 CRS - SSF Budget  
2/28/2019

	Account	Description	Budget	YTD Transactions	Balance	Encumbrance	Budget Balance
119	760.2310.0381.142.000.000	Audit Services	6850.00	6850.00	0.00	0.00	0.00
120	760.2310.0382.142.000.000	Legal Services	6163.00	6163.00	0.00	0.00	0.00
122	760.2310.0640.142.000.000	Dues and Fees	800.00	560.50	239.50	0.00	239.50
123	760.2310.0650.142.000.000	Insurance and Judgments	5348.00	5348.00	0.00	0.00	0.00
	760.2310.0670.142.000.000	Taxes and Licenses	313.00	313.00	0.00	0.00	0.00
126	760.2490.0112.142.000.000	Classified Salaries	20857.00	12166.56	8690.44	8690.44	0.00
127	760.2490.0113.142.000.000	Administrators	70791.00	41294.75	29496.25	29496.25	0.00
132	760.2490.0211.142.000.000	Employer Contribution, Tier I and Tier II	10768.57	6281.67	4486.90	4486.91	-0.01
134	760.2490.0213.142.000.000	PERS UAL Contribution	7331.88	4276.93	3054.95	3054.95	0.00
135	760.2490.0220.142.000.000	Social Security Administration	7011.00	4089.76	2921.24	2921.25	-0.01
136	760.2490.0231.142.000.000	Workers' Compensation	41.28	24.99	16.29	15.69	0.60
138	760.2490.0240.142.000.000	Contractual Employee Benefits	12646.97	7308.42	5338.55	5338.85	-0.30
139	760.2490.0310.142.000.000	Instructional, Professional and Technical Services	1323.00	660.14	662.86	662.86	0.00
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159	760.2540.0320.142.000.000	Property Services	500.00	500.00	0.00	0.00	0.00
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172	760.2550.0330.142.000.000	Student Transportation Services	800.00	379.15	420.85	0.00	420.85
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196	760.6110.0810.142.000.000	Planned Reserve	0.00	0.00	0.00	0.00	0.00
197	760.7000.0820.142.000.000	Reserved for Next Year	82917.00	0.00	82917.00	0.00	82917.00
			\$0.00	(\$152,115.58)	\$152,186.37	\$89,474.54	\$62,711.83

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**Board Meeting: March 5, 2019**

**Presenter(s): Jennifer de Jong**

**Type of Board Topic: Elections**

**Topic:** Elections

**Background:** CRS elections take place each spring with a call for nominations, board applications and voting by members.

**Policy Questions or Concerns:** None

**Recommendation:** Review process and documents for the 2019 process. Consider the need for recruiting.

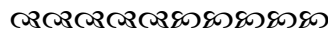


# Community Roots School Ballot

May, 2019

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## Board of Directors position: Term 2019-2021

*Please vote for 1 (one) candidates by marking the box next to the name.* Note: These positions are uncontested and the CRS will fill all positions.

**Dan Kaplan**

Dan is seeking re-election to the Community Roots Board for a third board term. Dan is currently the Board President. Dan is a Global Supply Chain Manager for Oregon manufacturing company. He is pragmatic, good at tracking many moving parts of a project and a consensus builder. Dan holds a Bachelor of Science in child and family development. Dan is heavily invested in the Silverton Montessori community and is passionately interested in the continued viability of Silverton's only Charter Montessori option. Dan and his wife Megan have three children.

*Potential conflicts of interest: Dan has two children currently attending CRS.*

**Community Roots School**  
Board of Directors Application Form

Please complete and return this form along with a signed Board Position Description and the background check information request in the enclosed self-addressed envelope by **Friday, April 26th**. Thank you for your interest.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Relevant volunteer and/or employment experience (attach a resume if relevant):

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Why are you interested in serving as a Board Director of Community Roots School?

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Area(s) of expertise/contributions you feel you can make to Community Roots as a Board Director:

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Other current volunteer commitments:

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Potential conflicts of interest: Do you have a child who attends or will attend Community Roots School? Do you have a family member who works for Community Roots School? Do you have a family member who works for or is on the board of the Silver Falls School District?

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## Community Roots School Board of Directors

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On behalf of the CRS Board, thank you for your participation in this process, and we look forward to your nominations!

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Tuesday, June 4 – New directors attend board meeting

# Community Roots School

## 2019 Board of Directors Nomination Form

This form may be used by anyone in our community to nominate individuals to serve on the Community Roots School Board. Please return the completed form to the school, by **Monday April 15th**.

Nominee : \_\_\_\_\_

Employer and Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (Cell) (\_\_\_\_) \_\_\_\_\_ (Home) (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Do you know this individual personally? (please circle)                      Yes      No

If yes, for how long and in what capacity?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you already spoken with this individual about a possible board candidacy?    Yes    No

Please provide other details that may be relevant or helpful to the committee.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In your opinion, what relevant experience, background, skills or access to community resources would this individual bring to the CRS Board? (continue on the back of this page if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your Name: \_\_\_\_\_ Relationship to CRS: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_