



Lewis and Clark Montessori Charter School

Learning Today. Leading Tomorrow.

June 13, 2014

To the State Board of Education:

On behalf of Lewis and Clark Montessori Charter School (LCMCS), a public charter school sponsored by the Gresham-Barlow School District, I respectfully request a waiver of ORS 338.125, only in regard to LCMCS employees. The LCMCS Board of Directors approved the support of this request in its April 15, 2014 meeting. The sponsoring District, GBSD, also supports this waiver.

LCMCS is located in Damascus, Oregon, and has been in existence since the fall of 2008. The school has an vibrant community of 220 students in grades K-7 in 2013-14, with a waiting list at nearly all grade levels. The school's growth plan and charter contract indicates full enrollment to between 350-360 in grades K-8, to be fully achieved in the next 3+ years. The growth plan calls for growth to occur mainly from the Kindergarten and 1st grade levels on up to ensure 1) a slow and steady rate of growth, and 2) to best support students as they learn through an alternate educational model.

We believe that our student body and our community would benefit from this waiver. Our teaching staff must be dual-qualified: both Montessori-trained and Oregon Licensed (or Charter School Registered with HQ status). This means a relatively shallow qualified applicant pool in any given year. The school often recruits from applicants living in the Portland area, who must commute the 35 miles to the school. Qualified applicants also come from out of state, necessitating a move to Oregon. In both cases, applicants ask about enrolling their child in the school, but the school is not able to guarantee a place in the school for the prospective teacher's children. This discourages seeking employment with the school, limiting the applicant pool even further. In addition, most teachers trained in Montessori education also want Montessori education for their own children. Having their child attend the school would have a positive impact on the morale and general well-being of the staff members, as they would not have the physical or emotional burden of finding and maintaining a relationship with a school distant from their work place, to say nothing of the decreased need to take time and energy away from the classroom they are leading.

In addition, staff member's children would constitute a very low percentage of the total enrollment: if all current staff members' children attended LCMCS in 2014-15, their numbers would equal 11, or 4% of the total student population. As our enrollment grows, that percentage would likely decline.

Thank you for your consideration in this matter, and we look forward to your decision.

Sincerely,

Melissa Harbert, Executive Director

14151 SE 242nd
Damascus, Oregon 97089
Ph: 503.427.0803
Fax: 503.855.3017

PO Box 365
Gresham, Oregon 97030
www.LCMCS.org
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BOARD MEETING MINUTES

Tuesday, April 15th, 2014

St. Paul's Common Room, Damascus, OR
 Gresham Barlow School District

I.	Call to Order – Regular Board Meeting	Meeting was called to order at 7:30 pm Scott Kilgo called the meeting to order and acted as Chair thereof. The Chair announced that a quorum of the directors was present, and that the meeting, having been duly convened, was ready to proceed.
II.	Attending :	Scott Kilgo-Chairman Steve Scannell- Treasurer Amie Reiterman- Secretary Nick Chura- Director Scott Griffin- Director Daina Hardisty- Director Melissa Harbert, Principal- (ex-officio member)
	Absent :	None
	Also Present :	April Ramirez Rob Lee
III.	Community Communication	None
IV.	Consent Agenda (2014.04.15.01)	March 18, 2014 BOD Meeting Minutes Steve Scannell motioned to accept the consent agenda. Scott Griffin seconded the motion. The motion carried.
V.	Individual Director's Reports	Steve Scannell: Attended Executive Committee mtg. Scott Griffin: Brought Eggs in to the school to sell Scott Kilgo: Attended Executive Committee and Facilities Committee meetings; Met with Melissa Harbert regarding Board recruitment Daina Hardisty: Developed fundraising ideas for the Auction Amie Reiterman: Attended Executive Committee and Facilities Committee meetings Nick Chura: Helped with Auction procurement; Attended ROC (Reach Out Committee) meeting; Found Music group for Auction; invited neighbors to Auction
VI.	Administrator's Report	1. Personnel- Report given during Executive Session 2. Facilities- Report given in Executive Session 3. Enrollment- Current total is 229, Charter school at 216 4. Program- a. OAKS testing now in progress b. Revised growth plan based on Deep Creek, other plans

		<p>c. Summer program for 2014 information available—7 weeks at St. Paul’s facility</p> <p>d. MAC update on fulfilling HEAL grant/working the farm</p> <p>e. Lottery and enrollment updates</p> <p>5. Operations-</p> <p>a. Exploring possibility of not participating in PERS, carrying own 403 (b) plan</p> <p>b. Seeking waiver from School Board of Education for priority for staff children</p> <p>c. Raising the Bar—Charting a New Adventure \$100,000 Grand Bar; \$1K Club, Capital Campaign</p>
VII.	Committee Reports	<p>A. Executive Committee: Scott Kilgo—Committee had its first meeting; working on defining committee’s roles; worked on revised budget</p> <p>B. Facilities Committee: Scott Kilgo—Nine members; working on plans for proposal to GBSD; met weekly; doing research</p> <p>C. Fundraising and Development Committee: Scott Griffin, April Ramirez—No meetings since last month; Asking LCMCS Board to sponsor a table at the Auction; Auction update</p> <p>D. PTO/ROC Committee: Nick Chura—Committee met April 8th to discuss structure of ROC and its potential absorption of the PTO</p>
VIII	New/Unfinished Business	<p>A. Board Recruitment: Scott Kilgo—</p> <ol style="list-style-type: none"> 1. Melissa and Scott have developed a list of candidates; 2. April Ramirez joining the Board, experience with PTO Chair and help with fundraising <p>B. Revised Budget: Harbert—Reviewed during the Executive Committee report</p>
IX.	Action Items	<p>A. Officer Elections</p> <p>(2014.04.15.02) Daina Hardisty nominated Scott Kilgo for the position of Board Chair. Scott Griffin seconded the motion. The motion carried.</p> <p>(2014.04.15.03) Steve Scannell nominated Amie Reiterman for the position of Board Secretary. Scott Kilgo seconded the motion. The motion carried.</p> <p>(2014.04.15.04) Nick Chura nominated Steve Scannell for the position of Board Treasurer. Scott Griffin seconded the motion. The motion carried.</p> <p>(2014.04.15.05) Amie Reiterman nominated Daina Hardisty for position of Board Vice-Chair. Scott Griffin seconded the motion. The motion carried.</p>

	(2014.04.15.06)	B. Waiver to Oregon Charter Law Daina Hardisty motioned to authorize the Executive Director to request a waiver of Charter School Law ORS 338.125. Steve Scannell seconded the motion. The motion carried.
	(2014.04.15.07)	C. 2013-14 Revised School Budget Steve Scannell motioned to approve the revised 2013-14 school budget. Daina Hardisty seconded the motion. The motion carried.
X.	Announcements	No School In-Service Day April 25th Spring for Education Auction April 26 th Camp Angelos 6:00pm LCMCS BOD Meeting May 20 th St. Paul's 7:30pm 6 th year Trip May 12 th -16th
XI.	Adjourned	The meeting was adjourned at 9:00 pm

BOARD ACTIONS

- (2014.04.15.01) *March 18th, 2014 BOD Meeting Minutes*
- (2014.04.15.02) *Scott Kilgo Board Chair position*
- (2014.04.15.03) *Amie Reiterman Board Secretary position*
- (2014.04.15.04) *Steve Scannell Board Treasurer position*
- (2014.04.15.05) *Daina Hardisty Board Vice-Chair position*
- (2014.04.15.06) *Waiver to Oregon Charter Law*
- (2014.04.15.07) *Revised 2013-14 School Budget*

Approved this 20th day of May, 2014

Amie Reiterman
 Amie Reiterman, Secretary



Melissa Harbert <mharbert@lcmcs.org>

Enrollment Preference Question

4 messages

Tim Drilling <drilling@gresham.k12.or.us>

Thu, Mar 20, 2014 at 10:49 AM

To: Melissa Harbert <mharbert@lcmcs.org>

Cc: BATES Margaret <margaret.bates@state.or.us>

Melissa,

I've contacted Margaret Bates at ODE about your question of enrollment preference for children of employees. If I understand correctly, you will need to pursue a waiver of the enrollment law, but this sounds possible. I suggest you contact Margaret and get the details.

thanks

Tim

Tim Drilling

Executive Director of Assessment & Accountability
503-261-4550

Melissa Harbert <mharbert@lcmcs.org>

Tue, Apr 15, 2014 at 10:54 AM

To: Tim Drilling <drilling@gresham.k12.or.us>

Hi Tim,

This spring has become all about facilities, but I also need to turn my attention back to this waiver project!

Thanks for talking with Margaret Bates. We had also contacted her and had gotten the information on how to proceed. The one item that we would need from GBSD is evidence that our sponsor is notified and in support of the SBE granting this waiver. I was looking for guidance on who at the District (you, or whole Board and Administration, or?), how to best inform the District, and how we might document support for this action, should support be forthcoming.

Many thanks,
Melissa

[Quoted text hidden]

—
Melissa Harbert, Executive Director
Lewis and Clark Montessori Charter School

PO Box 365
Gresham, Oregon 97030
503.427.0803

Tim Drilling <drilling@gresham.k12.or.us>

Tue, Apr 15, 2014 at 12:38 PM

To: Melissa Harbert <mharbert@lcmcs.org>, James Hiu <hiu@gresham.k12.or.us>

Cc: Joy Helfrich <helfrich3@gresham.k12.or.us>

Melissa,

Re: Enrollment preference for children of employees

Margaret Bates informed me the LCMCS would need to submit a waiver request to ODE to be able to give enrollment preference to children of employees. I checked the contract, which I've attached, and Sections 6.1 and 6.6 are relevant.

Enrollment preference for the children of LCMCS founts was to be allowed provided LCMCS submitted a waiver request to ODE and that the request was approved. If I understood Margaret correctly, this waiver request was not submitted by LCMCS. If this enrollment preference is something LCMCS wants to continue the waiver request must be taken care of. The District will not object to this enrollment preference, as this was part of our original contract discussions.

Enrollment preference for children of teachers/employees at LCMCS will require a similar waiver request. I do not think the District will object to this enrollment preference, but I will check into that. However, if I'm understanding the contract, this additional enrollment preference for children of teachers/employees would require a contract amendment. I'll check into that, as well.

I suggest you move forward with ODE on the waiver request (s), and I'll do some work on this end to determine next steps.

thanks,

Tim

Tim Drilling

Executive Director of Assessment & Accountability
503-261-4550

[Quoted text hidden]



2012-17 LCMCS Contract signed.pdf

6470K

Melissa Harbert <mharbert@lcmcs.org>

Tue, Apr 15, 2014 at 3:40 PM

To: Tim Drilling <drilling@gresham.k12.or.us>

Thank you, Tim, for your assistance with this. The request for the founders children pre-dates my time here, so this is a new request regarding the children of employees, but the same process. As I read the process for the request for the waiver, it's necessary to have documentation that the school has notified and gotten support from the sponsoring District as a part of the materials to submit to ODE. This may mean an amendment or change to the charter contract down the road, as you mention. I have all the other materials ready to go - just need this one last piece for completion. Let me know if there's something from my end that would help - I can send the request letter to the SBE I have written, and could the board minutes which show that the LCMCS board is in support of the request, if that information would help.

Best,