

# Coburg Community Charter School Board Meeting Minutes

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**Monday, June 1, 2020 6:00pm**

**Meeting called to order at 6:03pm**

**Board members present:** John Barry, Sarah Brooke, Brenda Willis, Kate Panum, Janel Mcpherson, John Scholl, Kimberly Torrey, Paul Thompson

**Staff members present:** Lisa Jager, Laura Ralls, Shara MonDragon, Molly Rust, Alyson Young

**Guests:** Andrea McGarvey, Jen Fitzgerald

**Agenda:** The agenda was accepted.

**Public Comments:** none

**Consent Agenda:** The minutes from the May 18, 2020 CCCS Board Meeting were accepted.

## General Reports

### PCS Report:

- Auction was a success- net was \$40,000.
- PCS will give CCCS \$25,000 to start the year, and continue the teacher funds.
- PCS approved budget, not knowing exactly what next year will look like.

### Finance Report:

- Finance committee has met twice, and has budget scenarios
- Looking at about an 8% reduction in budget.
- Finance committee recommends CCCS has a policy on using reserves.

### Administration Report:

#### Facilities

- E-rate project will be completed in June.

#### Budget

- May budget projection came out better than expected. Funding will still be down.

#### Staffing

- LeeAnn Erickson will be the new 6<sup>th</sup> grade teacher.
- Natalie Wilt will be the new 2<sup>nd</sup> grade teacher.

## Community

- Talent Show- June 3
- Spirit Week
- 8<sup>th</sup> grade promotion parade- June 10.
- 5<sup>th</sup> grade scavenger hunt.
- Staff parade on last day of school- June 11.
- Technology turn-in the last week of school.

## Teaching and Learning

- ODE has asked schools to keep track of engagement. Overall CCCS engagement is high (90-100%) and consistent.
- Grading will be on engagement. Pass/Incomplete for middle school.
- Fall planning-should have more state guidance around June 8<sup>th</sup>
- Curriculum ordering will start in July.

## New Business

### 2020-21 Budget Proposal

- Board reviewed the flat funding proposed 20-21 budget.
- Board reviewed the budget reduction considerations for 20-21 (8% cut would be a loss of about \$80,000)
- Budget cut possibilities- travel, advertising, library, music, professional development, EA position, curriculum, technology, internet upgrades.
- Could have a direct drive next year. Could ask PCS for help with technology, and internet?
- Many unknowns still.

## Old Business

New board member nomination. Sarah Brooke motioned to elect Jessica Clark to the CCCS Board of Directors for a 3 year term. The board unanimously approved the motion. She will take position #3 on the board, and start July 1, 2020.

Additional board member recruitment needed. Board will still have 1 position open.

Board officer positions for 2020-21.

John Barry- President

Brenda Willis- Vice President

Sarah Brooke- Treasurer

Kate Panum- Secretary

Kimberly Torrey moved to approve Board Officers positions for 2020-21. The board unanimously approved the motion.

Discussion and clarification of admin roles and responsibilities.

- Lisa- executive director, policies, facilities, overall reporting
- Holly will be face of the office, working with day to day staff and student needs, behavioral.
- Laura and Shara will be non-contract for support needed-for example new teacher mentors.

Board retreat- tentative agenda going out this week.

June 15<sup>th</sup> board meeting agenda- finalize board retreat agenda, final budget for 20/21, staff report, discussion about state guidance for fall, review staff and family survey responses .

**Public Comments:** none

**Meeting adjourned at 8:00pm**

**Minutes submitted by Kimberly Torrey**