

Crater Lake Charter Academy, Inc.

Board of Directors Meeting Agenda

January 18, 2016 | 5:30pm

140 E. Main St. | Eagle Point, OR 97524

1. Call to Order / Pledge of Allegiance

Board Chair Mannenbach called the meeting to order at 5:33pm

Present: James Mannenbach, Kirk Roberts, Rob Miller

Absent: Sara Espinoza, Jeremy Durst

Administrative Staff: Bryan Wood, Jonathan Blden

2. Agenda Adoption

The meeting agenda was adopted unanimous

3. Public Comment

Yvonne Shafer joined the CLCA staff in November and stated during her time with the school she has truly enjoyed being apart of the team.

4. Presentations

No Presentations

5. Reports

5.1 Board Reports

5.1.1 Board Treasurer Report

Mr. Miller reported that he met with the CLCA administrative team on the previous Friday and reviewed the current changes in business services the school is going through, from School District 9, to in house. At this time it seems that things are on the right track.

5.2 Officer Reports

5.2.1 Chief Executive Officer Report

School Operations Update

Mr. Wood reported that the school and staff are successfully back from break, with the everyone pulling to get through the rest of second term and into the second semester. Read Naturally and Math Wiz are two academic programs that the Board has authorized the staff use, and both are being used to get our students achieving at a higher rate and the staff is seeing good results. Testing in our learning centers has seen an increase in scores,, which is not really just a gauge of where are students are, but how the staff is serving our students.

Mr. Wood also reported that the Board's goals, mission and vision statement is posted throughout the school so as to keep the CLCA team, including staff, students and parents.

CLCA Foundation Update

The Foundation Board has set a goal of four fundraisers for the remainder of the 2015/2016 school year. The Disneyland trip will be in April, with fundraising actively going on for this trip.

5.2.2 Chief Academic Officer Report

Academic Report

Mr. Wood reported that the CLCA staff has been having graduation status meetings with all seniors (and students nearing graduation), and most seniors are on track, which will be push our graduation above 70%. CLCA's graduation rate in 2014/2015 was around 26%.

Enrollment Report

Mr. Wood reported that the current enrollment for the school is as follows:

K: 5, 6 8 13 15 21 23 26 25 29 24 31 22

There are currently 248 students enrolled, with a breakdown of roughly 53%-47% in district vs. out of district.

Site Council

Yvonne Shafer, chair, reported on the work with the student leadership students and other professional development efforts. She also mentioned that school is looking at a partnership with the head of the Jackson County Health Department in White City.

5.2.3. Chief Business Officer Report

Financial Report

Mr. Bilden reported that the business services transfer from the School District to CLCA is ongoing, with a large amount of work still to come. There will be a more complete review of financial reports at the next Board meeting.

Mr. Bilden also reported that after reviewing the state school funds projections for the current year, it is clear that CLCA should expect to see a funding adjustment in the spring of more than \$150,000. This will ensure that CLCA meets its Board mandated ten percent carryover.

Human Resources

Mr. Bilden reported that there were staffing additions coming out of the break, and that those individuals were successfully added to the team. In addition, the Board will be asked to approve adding a half time science teacher for secondary starting in second semester.

5.3 Committee Reports

There were no committee reports.

6. Action Items

6.1 Consent Agenda

6.1.1 Meeting Minutes from December 21, 2015

It was moved by Rob and seconded by Kirk to approve the Consent Agenda

Ayes: 3 (Mannenbach, Miller, Roberts)

Nays: 0

Absent: 2 (Roberts, Espinoza)

6.2 Unfinished Business

6.2.1 Adoption of Resolution 2015/2016 #23

The proposed resolution will add two positions for CLCA, a part time science teach in secondary and a full time instructional aide.

It was moved by Rob Miller and seconded by Kirk Roberts to approve Resolution 2015/2016 #23.

Ayes: 3 (Mannenbach, Miller, Roberts)

Nays: 0

Absent: 2 (Roberts, Espinoza)

6.3 New Business

6.3.1 Approval of Resolution 2015/2016 #24

The proposed resolution will allow the CLCA staff to apply for the Oregon Department of Education Charter School grant. The grant is awarded in three sections, with CLCA applying for the category of schools in operation between one and three years.

It was moved by Kirk Roberts and seconded Rob Miller by to approve Resolution 2015/2016 #24.

Ayes: 3 (Mannenbach, Miller, Roberts)

Nays: 0

Absent: 2 (Durst, Espinoza)

6.3.2 Approval of Resolution 2015/2016 #25

The proposed resolution allows the CLCA staff to make initial planning actions for the coming school year on student enrollment above the current 250 students for the 2015/2016 school year. The staff will come back for final approval on a enrollment number.

It was moved by Rob Miller and seconded by Kirk Roberts to approve Resolution 2015/2016 #25.

Ayes: 3 (Mannenbach, Miller, Roberts)

Nays: 0

Absent: 2 (Durst, Espinoza)

6.3.3 Approval of Resolution 2015/2016 #26

The proposed resolution is to accept the annual financial audit as submitted by the independent auditors.

It was moved by Kirk Roberts and seconded by Rob Miller to approve Resolution 2015/2016 #26.

Ayes: 3 (Mannenbach, Miller, Roberts)

Nays: 0

Absent: 2 (Durst, Espinoza)

6.3.4 Approval of Resolution 2015/2016 #27

The proposed resolution authorized the CLCA administration to pay for a portion of a student's co-curricular fees in their host school district. The portion paid will be the added amount host school districts charge charter school students.

It was moved by Kirk Roberts and seconded by Rob Miller to approve Resolution 2015/2016 #27.

Ayes: 3 (Mannenbach, Miller, Roberts)

Nays: 0

Absent: 2 (Durst, Espinoza)

6.3.5 Approval of Resolution 2015/2016 #28

The proposed resolution appoints the members of the Budget Committee, which will hear the 2016/2017 budget prior to the Board's review.

It was moved by Kirk Roberts and seconded by Rob Miller to approve Resolution 2015/2016 #28.

Ayes: 3 (Mannenbach, Miller, Roberts)

Nays: 0

Absent: 2 (Durst, Espinoza)

6.3.6 Discussion on Board Policy BD/BDA Regular Meeting

It was moved by Rob and seconded by Kirk to have Board meet every other month, with the next regular meeting in the month of March.

Ayes: 3 (Mannenbach, Miller, Roberts)

Nays: 0

Absent: 2 (Durst, Espinoza)

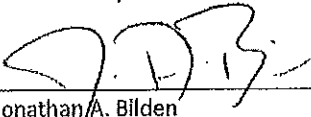
7. **Executive Session**

There was not an executive session

8. **Adjournment**

Board Chair Mannenbach adjourned the meeting at 6:26 pm

Submitted by:

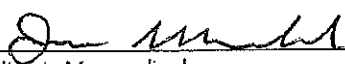
 3/28/16
Date

Jonathan A. Bilden

Board Secretary

Crater Lake Charter Academy, Inc.

ATTEST:

 3/28/16
Date
James Mannenbach
Board Chair
Crater Lake Charter Academy, Inc.