

Crater Lake Charter Academy

Board of Directors Meeting Minutes

October 19, 2015 | 5:30pm

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

1. Call to Order / Pledge of Allegiance

The meeting was called to order by Chairman Mannenbach at 5:34pm, who led the Pledge of Allegiance.

Board members present: James Mannenbach, Rob Miller, Kirk Roberts and Jeremy Durst

Board members absent: Sara Espinoza

Staff members present: Bryan Wood, *Executive Director*; Jonathan Bilden, *Board Secretary*; Wendy Daw, *Academic Services Coordinator*; Diane Kinney, *Secondary Lead Teacher*; Amy Lemke, *Elementary Lead Teacher*.

2. Agenda Adoption

The meeting agenda was adopted unanimously.

3. Public Comment

Mr. Jody Crowe:

Talked about daughter being in school and is very impressed with the way CLCA operates. Daughter is excelling in academic programs available. Wanted to let the Board know how impressed parents are with Mr. Wood's leadership of the charter school.

Mr. Bryon Millard:

Son is a student in school, has been with school since start. Son has excelled at CLCA. Is going to be involved with fundraising activities and is excited to work with Mr. Wood and staff at CLCA.

Mr. Greg Smith:

Daughter graduated from CLCA in 2015, son is a current school. Is a volunteer in the school currently and is very impressed with the work being done by the school.

Mrs. Diane Kinney:

Hand out information to the Board members on upcoming fundraisers, an auction and chili cook off. The event is coming up in November.

4. Presentations

5. Reports

5.1 Board Reports

No reports from the Board

5.2 Staff Reports

Executive Director Report

Thanked the parents who came tonight to support the work being done at CLCA. School is now in week seven and staff is excited with the work that is being done. Students are responding well to the new setup at CLCA.

Budget Report

The Executive Director reported that the final bill for the school facilities project will be \$285,000. The Executive Director also reported that there should be an adjustment from the state for an increase in CLCA revenues coming this fall.

Enrollment Report

The Executive Director reported that CLCA is eighteen students over where the Board budgeted. CLCA is currently roughly at 245 student enrolled, with a budget enrollment set at 230 students. The CLCA waiting list is currently at 25 students. Ten students have currently been moved from the waiting list to active.

Academic Report

Mrs. Kinney reported that the number of students on track to finish their first quarter work by the end of the quarter is up significantly from last year. Mr. Wood reported that the elementary program was changed just prior to the start of the year, and Ms. Lemke stepped up to the plate to setup the

Board Secretary Report

Report attached.

5.3 Committee Reports

6. Action Items

6.1 Consent Agenda

- 6.1.1 Meeting Minutes from August 24, 2015
- 6.1.2 First Quarter Financials
- 6.1.3 Employment/Contracted Services Action
- 6.1.4 Update to Articles of Incorporation and Bylaws
- 6.1.5 Student Co-Curricular Code of Conduct
- 6.1.6 Student Council Handbook
- 6.1.7 CLCA Committee Appointments

Moved by Rob Miller; Seconded by Kirk Roberts to approve the consent agenda. There was no discussion.

Ayes: 4 (James Mannenbach; Jeremy Durst; Rob Miller; Kirk Roberts)

Nays: 0

Absent: 1 (Espinoza)

6.2 Unfinished Business

- 6.2.1 Review of the Mission, Vision and Goals for CLCA
No action, just informational to keep the Board of Directors updated on the guiding principles for the school.

6.3 New Business

6.4.1 Fundraising Request Application

The Board of Directors reviewed an application for persons wishing to fundraise on behalf of the organization to have filled out and submit to the Business Office for approval.

Moved by Kirk Roberts; Seconded by Rob Miller to adopt the presented external fundraising request form and application. There was no discussion.

Ayes: 4 (James Mannenbach; Jeremy Durst; Rob Miller; Kirk Roberts)

Nays: 0

Absent: 1 (Espinoza)

6.4.2 CLCA/JCSD9 Charter Contract Memorandum of Understanding


The Board of Directors reviewed the proposed Charter Contract revisions proposed by Eagle Point School District 9 for selected items including location of schools, hours of operations and co-curricular activities.

Moved by Kirk Roberts; Seconded by Jeremy Durst to adopt the Parent/Student Handbook as presented. There was no discussion.

Ayes: 4 (James Mannenbach; Jeremy Durst; Rob Miller; Kirk Roberts)
Nays: 0
Absent: 1 (Espinoza)

7. **Executive Session**
There was no executive session.
8. **Adjournment**
Chairman Mannenbach adjourned the meeting at 6:04pm.

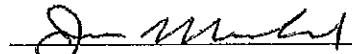
Respectfully Submitted



Jonathan A. Bilden
Board Secretary

10/20/16
Date

ATTEST:



James A. Mannenbach
Board President