

Crater Lake Charter Academy

Board of Directors Meeting Minutes

August 15, 2016 | 5:30pm

140 East Main St. | Eagle Point, OR 97524

1. Call to Order / Pledge of Allegiance

Dr. Mannebach called the meeting to order at 5:34pm

Board Members present: James Mannenbach, Rob Miller, Jeremy Durst, Sara Espinoza

Board Members absent: Kirk Roberts

Administrative Staff present: Bryan Wood, Jonathan Bilden

2. Agenda Adoption

The agenda was adopted unanimously.

3. Public Comment

There was no public comment.

4. Presentations

There were no presentations.

5. Reports

5.1 Board Reports

There were no Board reports

5.2 Staff Reports

5.2.1 Executive Report

The Executive Director, Mr. Wood, reported that he is excited to start a new school year in less than a month. He continued that the leadership team has reported back to the building and they have taken their annual leadership retreat. The full staff will be in the building by the end of the month. Students start after Labor Day.

5.2.2 Instruction Report

Mr. Wood reported that CLCA is excited to have a strong leadership team in place to offer our students a better education program. Members of the instructional team that will be reporting to the Board this year include the Head Teachers, Diane Kinney in High School and Middle School, Stephanie Pogue in grades 3 and 4 and PE and Amy Banta in Elementary School. Wendy Daw will be covering Academic Services, which includes students services and other academic support functions.

5.2.3 Operations Report

The Assistant Director, Mr. Bilden reported that the fiscal year has started smoothly, with start of the year expenses coming through as planned. He further commented that there is a good chance that the proposed playground may come in under budget. There will be corporate resolutions as part of the consent agenda that will need to be passed to operate the organization and there will be changes in personnel in the consent agenda as well.

5.3 Committee Reports

There were no committee reports.

6. Action Items

- 6.1 **Election of Board Officers**
 - 6.1.1 Proposed Slate of Officers 2016/2017

- 6.2 **Consent Agenda**
 - 6.2.1 Meeting Minutes from June 27, 2016
 - 6.2.2 July Financials
 - 6.2.3 2016/2017 Operating Resolutions 1-13
 - 6.2.4 Personnel Action

Moved by Rob Miller and seconded Sara Espinoza by to approve the consent agenda

Ayes: 4 (Mannenbach, Miller, Espinoza, Durst)
Nays: 0
Absent: 1 (Durst)

6.3 **Unfinished Business**

6.4 **New Business**

6.4.1 Review of Mission, Vision and Goals Statement

The Board reviewed the school's mission, vision and tagline as well as review the goals for the organization and for administrators. The Board agreed to update the tagline and mission statement to focus on personalized education as a organizational priority. The Board also updated the goals to align with year three of the school's operations.

Moved by Rob Miller and seconded Sara Espinoza by to approve the consent agenda

Ayes: 4 (Mannenbach, Miller, Espinoza, Durst)
Nays: 0
Absent: 1 (Durst)

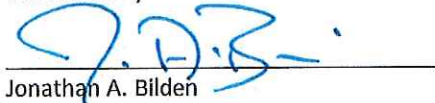
7. **Executive Session**

There was not an executive session held.

8. **Adjournment**

Board Chair Mannenbach adjourned the meeting at 6:12pm.

Submitted by



Jonathan A. Bilden
Corporate Secretary

Attested:



James Mannenbach
Board Chair