



1. Call to Order / Pledge of Allegiance

Board Chair James Mannenbach called the meeting to order at 1:09pm.

Board members present: James Mannenbach, Board Chair; Kirk Roberts, Board Vice Chair; Rob Miller, Board Treasurer; Jeremy Durst, Board Member, Sara Espinoza, Board Member.

Board Members Absent: None

Staff Members Present: Bryan Wood, Executive Director; Jonathan Bilden, Business Director, Wendy Daw, Student Services Manager, Yvonne Shafer, Fiscal Services Manager

2. Public Comment

There were no public comments.

3. Presentations

3.1 Annual Report to Eagle Point School District 9

Mr. Wood presented a slideshow to the Board which covered the points of the School's annual report to Eagle Point School District 9. The presentation was informational only.

4. Action Items

4.1 Consent Agenda

- 4.1.1 Meeting Minutes from March 20, 2017**
- 4.1.2 3rd Quarter Financials**
- 4.1.3 Personnel Action**
- 4.1.4 2017/2018 Organizational Chart**

Moved by Kirk Roberts and seconded by Rob Miller to approve the consent agenda as presented.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.2 Unfinished Business

4.2.1 Resolution # 22 – 2017/2018 Operating Budget

Mr. Wood and Mr. Bilden reported the final proposed operating budget to the Charter Board. It is based on a total student population of 275, up 10 students from the current school year. As in years past, the budget is built on a target of a end of the year fund balance at roughly ten percent of the annual revenue. There were no questions from the Board.

Moved by Rob Miller and seconded by Kirk Roberts to approve Resolution #22, the 2017/2018

Operating Budget, with \$2,246,354.95 in total revenue and \$1,983,451 in total expenses.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.2.2 Resolution # 23 – 2017/2018 Staffing Assignments

Mr. Wood presented the proposal for the next school year's staffing, which will see an increase in licensed teaching staff, mainly focused at the secondary level. The Board appreciated seeing this increase.

Moved by Rob Miller and seconded by Kirk Roberts to approve Resolution #23, the 2017/2018 Staffing Assignments.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.2.3 Resolution # 24 – 2017/2020 Administrative Contracts

Mr. Wood presented the proposed administrative contracts for the positions of Executive Director (Bryan Wood), Deputy Executive Director (Jonathan Bilden), Secondary Principal (Diane Kinney) and Elementary Principal (Jenn Whitehead). These contracts will start July 1st and be year round contracts (265 workdays).

Moved by Kirk Roberts and seconded by James Mannenbach to approve Resolution #24, 2017-2020 Administrative Contracts.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.2.4 Resolution # 26 – 2017/2018 Student Enrollment Caps

Mr. Wood and Mrs. Daw presented to the Board the final student enrollment cap numbers for the upcoming school year. With 275 students set for the coming year, 140 students will be set for secondary (grades 8-12) and 135 students for elementary (grades K-7).

Moved by Kirk Roberts and seconded by Rob Miller to approve Resolution #26, 2017/2018 Student Enrollment Caps.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.2.5 Resolution # 27 – Advisory Campus Board Authorization

Mr. Bilden reported that the creation of the Campus Boards is to get more parents and community members involved with the school. These advisory boards will give parents and community members a chance to advise staff on school activities and then communicate out to the larger community on CLCA going ons.

Moved by Rob Miller and seconded by Kirk Roberts to approve Resolution #27, Advisory Campus Boards Authorization.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.3 New Business

4.3.1 Resolution # 28 – 2017-2020 Office Building Lease Agreement

Mr. Bilden reported on the terms of the building lease agreement for the facility located at 10 South Shasta Ave, Eagle Point, Oregon. The building will serve as the secondary programs campus for the coming school year. The members of the Board were excited about the growth of the program to now be in two facilities.

Moved by Kirk Roberts and seconded by Rob Miller to approve Resolution #28, 2017-2020 Office Building Lease Agreement for 10 S. Shasta Ave, Eagle Point, Oregon.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.3.2 Resolution # 29 – 2016/2017 Eagle Point School District 9 Services Payment

Mr. Bilden reported to the Board about the final end of the year payment for services to Eagle Point School District 9 in the amount of \$200,889.87. This cost, which the School has paid to the District annually since year one, covers the use of the Outback Building, facility utilities, technology and district office services.

Moved by Rob Miller and seconded by Kirk Roberts to approve Resolution #29, 2016/2017 Eagle Point School District 9 Services Payment in the amount of \$200,889.87.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.3.3 Resolution # 30 – 2017/2018 School Calendars

Mr. Wood presented the annual calendars to the Board, which are based on Eagle Point School District 9's school calendar.

Moved by Kirk Roberts and seconded by Rob Miller to approve Resolution #30, 2017/2018 School Calendars.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.3.4 Resolution # 31 – 2017-2020 Master Employee Contract

Mr. Bilden presented the master employee contract to the Board, which will cover all employees, except the administrative staff. These contracts will be signed with all employees that were approved by the Board to hold positions in the coming school year.

Moved by Rob Miller and seconded by Kirk Roberts to approve Resolution #31, 2017/2020 Master Employee Contract.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.3.5 Resolution # 32 – 2017-2018 Charter Board Meeting Schedule

Mr. Bilden presented to the Board the proposed meeting schedule for the coming school year. The Board meetings will now be held on a quarterly basis, with the set meeting occurring during the second month of the quarter. There will be an optional fifth meeting each year planned for June to handle any end of the year business.

Moved by Kirk Roberts and seconded by Rob Miller to approve Resolution #32, 2017/2018 Charter Board Meeting Schedule.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

4.3.6 Resolution # 33 – Authorization to Conduct Real Property Transaction

This agenda item was reviewed during executive session. Based on discussions in Executive Session, the Board authorized Mr. Wood and Mr. Bilden to pursue the availability of facilities for possible School use, either through lease or purchase.

Moved by Rob Miller and seconded by Kirk Roberts to approve Resolution #33, Authorization to conduct Real Property Transaction.

Aye: 5 (Mannenbach; Roberts; Miller; Durst; Espinoza)

Nay: 0

Absent: 0

5. Reports

5.1 Board Reports

5.2 Staff Reports

5.2.1 Chief Executive Officer / Executive Director

Executive Director Bryan Wood reported to the Board about the final month of school, including the graduation ceremony that was held on June 3rd. It was a great end to the year and Mr. Wood is excited to setup the school's facilities for the next school year.

5.2.2. Chief Business Officer / Business Director

Business Director Jonathan Bilden reported on the school's leadership trip to the National Charter School Conference in Washington D.C. and meeting with Congressman Greg Walden.

5.3 Committee Reports

There were no committee reports.

6. Executive Session

The executive session will be held pursuant to ORS 192.660 (2)(e), which allows the Board to meet in executive session to conduct deliberations with persons designated by the governing body to negotiate real property transactions.


Dr. Mannenbach called the executive session to order at 1:32pm

Dr. Mannenbach adjourned the executive session at 1:46pm

7. Adjournment


Dr. Mannenbach adjourned the meeting of the Board at 1:46pm

Submitted By:



Jonathan A. Bilden
Corporate Secretary

ATTESTED



James Mannenbach
Chair, Charter Board