



Community Ed, Inc.

Board of Directors Meeting Minutes

March 20, 2017 | 5:30pm

140 East Main St. | Eagle Point, OR 97524

1. Call to Order / Pledge of Allegiance

Board Chair James Mannenbach called the meeting to order at 5:34pm.

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

Board Members Absent: Sara Espinoza

Staff Members Present: Bryan Wood, *Executive Director*; Jonathan Bilden, *Director of Operations*

2. Public Comment

There were no public comments.

3. Presentations

There were no presentations.

4. Reports

4.1 Board Reports

There were no Board reports.

4.2 Staff Reports

4.2.1 Executive Director Report

The Executive Director, Mr. Wood, reported to the Board about the final push to the end of the school year in June. Graduation will be June 3rd at 10am.

4.2.2 Director of Operations Report

The Director of Operations, Mr. Bilden, reported that the organization's financial house is solid and the Board's desire for a minimum ten percent carryover will be easily met. Mr. Bilden further reported that the organization is in the middle of hiring staff for the next school year, which will be coming before the Board at their next meeting.

4.3 Committee Reports

There were no committee reports.

5. Action Items

5.1 Consent Agenda

5.1.1 Meeting Minutes from January 27, 2017

5.1.2 Budget Committee Meeting Minutes from March 13, 2017

5.1.3 Personnel Action

Moved by Rob Miller and seconded by Kirk Roberts to approve the Consent Agenda.

Aye: 4 (Mannenbach; Roberts; Miller; Durst)

Nay: 0

Absent: 1 (Espinoza)

5.2 Unfinished Business

There was no unfinished business.

5.3 New Business

5.3.1 Resolution # 21 – 2017-2020 Charter Contract

Mr. Wood and Mr. Bilden reported that after six months of working with Eagle Point School District 9, a new three year charter contract has been agreed upon. The Eagle Point School Board has voted to adopt the Contract, and now it is for the Charter Board. The Contract goes through June 2020, with nearly the same language as the current contract. Changes include a requirement for the high school graduation rate to be at seventy percent by 2020 and future Crater Lake Charter Academy students will no longer have the option of playing sports in Eagle Point School District programs.

Moved by Rob Miller and seconded by James Mannenbach to approve Resolution #21 - 2017-2020 Charter Contract.

Aye: 4 (Mannenbach; Roberts; Miller; Durst)

Nay: 0

Absent: 1 (Espinoza)

5.3.2 Resolution # 22 – 2017/2018 Operating Budget

Mr. Miller and Mr. Bilden reported on the Budget Committee's work on developing the budget and recommended the adoption of the budget as presented.

Moved by Rob Miller and seconded by Jeremy Durst to approve Resolution #22 - 2017/2018 Operating Budget, with \$1,813,622 in revenue and \$1,849,274 in expenses.

Aye: 4 (Mannenbach; Roberts; Miller; Durst)

Nay: 0

Absent: 1 (Espinoza)

5.3.3 Resolution # 23 – 2017/2018 Employee Positions and Salary Schedule

Mr. Bilden presented the proposed employee pay schedule, which would continue with the pay schedule currently in use by the organization.

Moved by James Mannenbach and seconded by Kirk Roberts to approve Resolution #23 - 2017/2018 Employee Positions and Salary Schedule.

Aye: 4 (Mannenbach; Roberts; Miller; Durst)

Nay: 0
Absent: 1 (Espinoza)

5.3.4 Resolution # 24 - Corporate Officers & Administrative Directors Employment Contracts

Mr. Bilden presented the proposed administrative contracts, for the positions of Executive Director, Director of Operations and Director of Instruction. These positions have been previously created.

Moved by Jeremy Durst and seconded by Rob Miller to approve Resolution #24 - Corporate Officers & Administrative Directors Employment Contracts.

Aye: 4 (Mannenbach; Roberts; Miller; Durst)
Nay: 0
Absent: 1 (Espinoza)

5.3.5 Resolution # 25 - 2017/2018 Virtual School Operations

Mr. Wood and Mr. Bilden presented the resolution that would make the Board's policies on virtual school operations inline with the State's requirements.

Moved by James Mannenbach and seconded by Rob Miller to approve the Resolution #24 - 2017/2018 Virtual School Operations.

Aye: 4 (Mannenbach; Roberts; Miller; Durst)
Nay: 0
Absent: 1 (Espinoza)

5.3.6 Resolution # 26 - 2017/2018 Student Enrollment Caps

Mr. Wood and Mr. Bilden presented a proposal for student enrollment caps, under the policy of virtual school operations, that set the numbers allowed for the next school year.

Moved by Rob Miller and seconded by James Mannenbach to approve 2017/2018 Virtual School Operations.

Aye: 4 (Mannenbach; Roberts; Miller; Durst)
Nay: 0
Absent: 1 (Espinoza)

5.3.7 Annual Performance Review for the Chief Executive Officer and Chief Operating Officer

Moved by James Mannenbach and seconded by Kirk Roberts to approve the Annual Performance Review.

Aye: 4 (Mannenbach; Roberts; Miller; Durst)

Nay: 0
Absent: 1 (Espinoza)

6. Executive Session

Board Chair James Mannenbach called the Executive Session, in accordance with ORS 192.660(2)(i), To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing, to order at 6:21pm.

Board Chair James Mannenbach adjourned the Executive Session at 6:38pm.

7. Adjournment

Board Chair James Mannenbach adjourned the meeting at 6:39pm.

Submitted By:



Jonathan A. Bilden
Corporate Secretary
Community Ed, Inc.

ATTESTED



James Mannenbach
Chair, Board of Directors
Community Ed, Inc.