

CommunityED

Corporate Board Meeting Minutes
May 18, 2018 | 11:30 am
585 Nick Young Rd. Eagle Point, Oregon

1. Call to Order

Board Chair James Mannenbach called the meeting to order at 11:35am.

Members Present: James Mannenbach, *Chair*; Rob Miller, *Board Member*; Troy Throne

Members Absent: Kirk Roberts, *Board Vice Chair*; Sara Espinoza, *Board Member*

Staff Present: Bryan Wood, *Executive Director*; Jonathan Bilden, *Business Director*; Yvonne Shafer, *Office Manager*; Stephanie Pogue, *Elementary Lead Teacher*; Diane Kinney, *Secondary Director*.

2. Public Comment

There was no public comment.

3. Presentations

3.1 Proposed 2018/2019 Operating Budget

Mr. Wood and Mr. Bilden walked through the budget that was approved by the Budget Committee and proposed for the Board. Key points highlighted by Mr. Bilden included additional program revenue, which is based on an increase of 25 students in the secondary program. Increases in expenditures is mainly centered on the addition of certified staff members, to bring CLCA's student to staff ratio to 30:1. Most all budget items were increased to match an increase in students and inflation, as well as an increase in transportation to accommodate the new activity bus.

3.2 Proposed School Governance Model

Mr. Wood and Mr. Bilden walked through with the Board the proposal of setting up Community ED and its different operating divisions in a manner that is best for the nonprofit for operating and minimizing liability. Subunits of the nonprofit corporation, like the charter school, real estate holdings and after school programs, will be housed in separate single member LLCs, but fully controlled by the nonprofit corporation.

4. Action Items

4.1 Consent Agenda

4.1.1 Board Meeting Minutes from February 16, 2018; March 7, 2018; March 19, 2018

4.1.2 Budget Committee Meeting Minutes from May 14, 2018

4.1.3 Financial Documents for Third Fiscal Quarter (January-March)

4.1.4 Personnel Action

Mr. Miller moved, and Mr. Thorne seconded, to approve the consent agenda as presented.

Ayes: 3 (Mannenbach, Miller, Thorne)

Nay: 0

Absent: 2 (Roberts; Espinoza)

4.2 Unfinished Business

4.2.1 Resolution 2017/2018 #19: School Staffing

Mr. Wood presented to the members of the Board the final proposed staffing positions for the next school year. If approved, Mr. Wood will then assign staff members returning next year to open job positions. Most all of the returning staff members will be placed into positions that they currently are working in. The number of positions is growing for next year, with the largest addition being certified teaching positions, which will be growing to 10 FTE.

Mr. Miller moved, and Mr. Thorne seconded, to approve Resolution 2017/2018 #19, Establishing School Staffing Positions.

Ayes: 3 (Mannenbach, Miller, Thorne)

Nay: 0

Absent: 2 (Roberts; Espinoza)

4.3 New Business

4.3.1 Resolution 2017/2018 #21: 2018/2019 Operating Budget

Mr. Bilden addressed the operating budget approved by the Budget Committee. The budget was presented earlier in the meeting.

Mr. Miller moved, and Mr. Thorne seconded, to approve Resolution 2017/2018 #21 adopting the 2018/2019 Operating Budget for the organization.

Ayes: 3 (Mannenbach, Miller, Thorne)

Nay: 0

Absent: 2 (Roberts; Espinoza)

4.3.2 Resolution 2017/2018 #22: Creation of Limited Liability Company

Mr. Bilden addressed the plan to create single member limited liability companies to the Board. The plan was presented earlier in the meeting.

Mr. Thorne moved, and Mr. Miller seconded, to approve Resolution 2017/2018 #22, creating limited liability companies under Community ED, Inc..

Ayes: 3 (Mannenbach, Miller, Thorne)

Nay: 0

Absent: 2 (Roberts; Espinoza)

4.3.3 Resolution 2017/2018 #23: CLCA Charter School Council

Mr. Wood presented to the Board the plan to have a fully operational Charter School Council operating during the next school year. This Council will be made up of parents, community members and staff members, with there being more non-staff members than staff members. The Council will be charged with reviewing academic programs, developing program events and activities as well as commuting out to the larger CLCA community. There will be an operating document developed for the Council that will lay out its operations and role within the charter school.

Mr. Miller moved, and Mr. Thorne seconded, to approve Resolution 2017/2018 #23, creating a Charter School Council to assist with Crater Lake Charter Academy's governance.

Ayes: 3 (Mannenbach, Miller, Thorne)

Nay: 0

Absent: 2 (Roberts; Espinoza)

4.3.4 Resolution 2017/2018 #24: 2018-2020 Sports Cooperative Agreement

Mr. Wood presented to the Board a renewal agreement for athletics with Butte Falls School District. The agreement would continue to have athletics operate in the manner it did during the current school year, with Butte Falls serving as the lead school in the cooperative, employing the athletic director and coaches.

Mr. Thorne moved, and Mr. Miller seconded, to approve Resolution 2017/2018 #24, approving the 2018-2020 Sports Cooperative Agreement with Butte Falls School District.

Ayes: 3 (Mannenbach, Miller, Thorne)

Nay: 0

Absent: 2 (Roberts; Espinoza)

4.3.5 Resolution 2017/2018 #25: 2018/2019 Academic Calendar

Mr. Wood presented the proposed academic calendar for the next school year, which is based on Eagle Point School District 9's calendar and follows the model that has been used since the founding of the charter school.

Mr. Miller moved, and Mr. Thorne seconded, to approve Resolution 2017/2018 #25, establishing the 2018/2019 School Academic Calendar.

Ayes: 3 (Mannenbach, Miller, Thorne)

Nay: 0

Absent: 2 (Roberts; Espinoza)

5. Reports

5.1 Board Reports

There were no Board reports

5.2 Staff Reports

5.2.1 Chief Executive Officer Report

Mr. Wood reported to the Board about the upcoming school graduation, which will be on June 9th on the main campus. This will be the largest graduation class for CLCA to date. Mr. Wood also expressed his appreciation to the Board and Budget Committee for the approval of the operating budget. He is excited to expand services next year and to have additional staff members to support student success.

5.2.2 Chief Business Officer Report

Mr. Bilden thanked the Board for their support of the operating budget for next year. Mr. Bilden also talked about the work being done at Rogue Community College to better tie in with local secondary programs, both school districts and charter schools. There is promising work here and could benefit CLCA's new career development center nicely.

6. Executive Session

Dr. Mannenbach called the Board into an executive session pursuant to 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 at 12:03pm.

7. Adjournment

Dr. Mannenbach adjourned the meeting at 12:39pm.

Submitted By:


Jonathan A. Bilden
Corporate Secretary

ATTESTED


James Mannenbach
Chair, Corporate Board