

# Crater Lake



## Charter Academy

**Charter Board Meeting Minutes**  
**November 20, 2017 | 11:30am**  
**585 Nick Young Rd. Eagle Point, Oregon**

**1. Call to Order / Pledge of Allegiance**

**Dr. Mannenbach called the meeting to order at 11:34am.**

**Board Members Present: James Mannenbach, Board Chair; Rob Miller, Treasurer; Troy Thorne, Member; Sara Espinoza, Member**

**Board Members Absent: Kirk Roberts, Board Vice Chair**

**Staff Members Present: Bryan Wood, Chief Executive Officer; Jonathan Bilden, Chief Operating Officer**

**2. Public Comment**

There was no public comment

**3. Presentations**

There were no presentations

**4. Action Items**

**4.1 Consent Agenda**

**4.1.1 Charter Board Meeting Minutes from September 1, 2017**

**4.1.2 Financial Documents for First Fiscal Quarter (July-September)**

**4.1.3 Personnel Action**

**It was moved by Rob Miller and seconded by Troy Thorne to approve the Consent Agenda presented.**

**Ayes: 4 (Mannenbach, Miller, Thorne, Espinoza)**

**Nays: 0**

**Absent: 1 (Roberts)**

**4.2 Unfinished Business**

There was no unfinished business.

**4.3 New Business**

**4.3.1 Relocation of Secondary Campus to Main Campus**

Mr. Wood reported to the Board that the administration feels that it is appropriate to move the location of the high school campus, now on South Shasta Ave in Eagle Point, to the Main School Campus. When the South Shasta Campus was secured, the current Main School Campus was not even a thought. During the first academic quarter, every attempt was made to make running two

locations work, but at the end of the day, it seems moving all programs on to one campus is the best action.

**It was moved by Sara Espinoza and seconded by Rob Miller to approve the relocation of the Secondary Campus to the Main School Campus.**

**Ayes: 4 (Mannenbach, Miller, Thorne, Espinoza)**

**Nays: 0**

**Absent: 1 (Roberts)**

#### **4.3.2 Resolution # 17 – Emergency Succession Plan**

Mr. Bilden reported that this resolution updates the emergency succession plan that was put in place by the Board last year. It better reflects the roles of the school team and works to find the smoothest course for the school in case of a emergency succession situation.

**It was moved by Troy Thorne and seconded by Rob Miller to approve Resolution #17, Emergency Succession Planning.**

**Ayes: 4 (Mannenbach, Miller, Thorne, Espinoza)**

**Nays: 0**

**Absent: 1 (Roberts)**

## **5. Reports**

### **5.1 Board Reports**

### **5.2 Staff Reports**

#### **5.2.1 Chief Executive Officer Report**

Mr. Wood reported that while he has loved the start of the year and operation of the new Main School Campus, he is really looking forward to having the high school programs back under one roof. Overall he feels that our programs have gotten off to a strong start in the school year and that the Board should be seeing positive data down the road.

#### **5.2.2 Chief Operating Officer Report**

Mr. Bilden reported that in light of the craziness that was the start of the new fiscal year, including buying a new building, operating two locations and greatly expanding the academic staff, the organization is still on a solid footing and able to address the needs of our students.

### **5.3 Committee Reports**

There were no committee reports.

## **6. Executive Session**

**Dr. Mannenbach called the Board into 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**

**Dr. Mannenbach adjourned the executive session at 12:20pm**

locations work, but at the end of the day, it seems moving all programs on to one campus is the best action.

**It was moved by Sara Espinoza and seconded by Rob Miller to approve the relocation of the Secondary Campus to the Main School Campus.**

**Ayes: 4 (Mannenbach, Miller, Thorne, Espinoza)**

**Nays: 0**

**Absent: 1 (Roberts)**

#### **4.3.2 Resolution # 17 – Emergency Succession Plan**

Mr. Bilden reported that this resolution updates the emergency succession plan that was put in place by the Board last year. It better reflects the roles of the school team and works to find the smoothest course for the school in case of a emergency succession situation.

**It was moved by Troy Thorne and seconded by Rob Miller to approve Resolution #17, Emergency Succession Planning.**

**Ayes: 4 (Mannenbach, Miller, Thorne, Espinoza)**

**Nays: 0**

**Absent: 1 (Roberts)**

## **5. Reports**

### **5.1 Board Reports**

### **5.2 Staff Reports**

#### **5.2.1 Chief Executive Officer Report**

Mr. Wood reported that while he has loved the start of the year and operation of the new Main School Campus, he is really looking forward to having the high school programs back under one roof. Overall he feels that our programs have gotten off to a strong start in the school year and that the Board should be seeing positive data down the road.

#### **5.2.2 Chief Operating Officer Report**

Mr. Bilden reported that in light of the craziness that was the start of the new fiscal year, including buying a new building, operating two locations and greatly expanding the academic staff, the organization is still on a solid footing and able to address the needs of our students.

### **5.3 Committee Reports**

There were no committee reports.

## **6. Executive Session**


**Dr. Mannenbach called the Board into 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**

**Dr. Mannenbach adjourned the executive session at 12:20pm**



7. **Adjournment**  
Dr. Mannenbach adjourned the meeting at 12:21pm

Submitted By:

  
\_\_\_\_\_  
Jonathan A. Bilden  
Corporate Secretary

ATTESTED

  
\_\_\_\_\_  
James Mannenbach  
Chair, Charter Board

