



**Charter School Council Meeting Minutes**  
**September 13, 2018 | 5:30pm**  
**585 Nick Young Rd. Eagle Point, Oregon**

**1. Call to Order & Introductions**

The meeting was called to order by Executive Director Bryan Wood at 5:32pm.

*Voting Members Present: Amanda Stone, K-8 Parent Rep; Kellie McGuire, 9-12 Parent Rep.; Sara Miller, 9-12 Parent Rep.; James Kimmel, K-8 Parent Rep.; Tracy Huntsman, 9-12 Staff Rep.; Callie McCoy, K-8 Staff Rep.; Heather Kelly, CLCA Part Time Staff Rep.; Sara Lierman, Support Staff Rep.*

*Non Voting Members Present: Bryan Wood, Executive Director; Stephanie Pogue, Elementary Principal; Jonathan Bilden, Operations Director;*

*Guests: Yvonne Shafer, Office Manager; Sherry Lester, CLCA Parent; Celina Kimmel, CLCA Parent; Donna Waldon, CLCA Parent*

**2. New Business**

**2.1 Election of Council Officers**

**2.1.1 Council Member Nominations for Council Chair**

It was moved, seconded and unanimously approved that Amanda Stone serve as the Council Chair for the 2018/2019 School Year.

**2.1.2 Council Member Nominations for Council Vice Chair**

It was moved, seconded and unanimously approved that Kelli McGuire serve as Council Vice Chair for the 2018/2019 School Year.

**2.1.3 Staff Appointment to Council Secretary**

Mr. Wood designed Jonathan Bilden to serve as the Council Secretary.

**2.2 Selection of Meeting Dates & Times**

It was moved, seconded and unanimously approved that Council meetings occur on the second Thursdays of each month at 5:30pm.

**2.3 Council Business for 2018/2019**

**2.3.1 School Improvement Plan Review**

Mr. Wood reviewed the school improvement plan with the Council. There are two school goals that have to be developed with the plan, which Mr. Wood would like the Council to be responsible for coming up with the second goal. The first goal that has been adopted by the school is centered on climate and culture. Later in the meeting, it was suggested that the second goal centered around community engagement and service. Mr. Wood will develop a written statement for both goals and present it to the Council.

### **2.3.2 Academic Data Review**

Mr. Wood reviewed the data in the annual Oregon Department of Education school report card with the committee.

### **2.3.3 School Activities / Events Review**

Mrs. Pogue talked with the Council about plans for the elementary program in the coming year relating to activities and events. Mr. Wood shared about high school programs, as well as touching on the athletic program, which is shared with Butte Falls Schools.

### **2.3.4 School Budget Review**

Mr. Bilden walked the Council through the current year's adopted budget. In addition, Mr. Bilden talked about the role the Council will play in the spring, serving as the budget committee when forming the next year school budget.

## **3. Reports to Council**

### **3.1 Academic Programs Report**

Mr. Wood reported that the academic programs are being lead by Mrs Pogue (Elementary Programs) and Mrs. Huntsman (Secondary Programs). Mrs. Pogue gave an update on the start of the year in elementary, including the development of a program newsletter. Mrs. Huntsman shared about the start of the Secondary Program start of the year, including the launch of the current early college program.

### **3.2 Business & Operations Report**

Mr. Bilden reported on non-instruction operations items, touching on facilities, food service and technology. In addition, Mr. Bilden reported on the school's foundation, and the desire to have it operational this year, working in conjunction with the Council.

### **3.3 Council Member Reports**

There were questions from audience members to the Council. Sherry Lester, a secondary student parent, asked about the possible development of high school activities, clubs and electives. Also, she asked about the running of the school's foundation.

Sara Miller, a secondary student parent, asked what is currently being done on campus for student safety. Mr. Wood answered that the staff reviews the ALICE protocols and coordinates with the Jackson County Sheriff Department. He added that there will be additional information brought to the Council for review and to be communicated out to other school parents.

4. **Adjournment**  
Council Chair Stone adjourned the meeting at 6:30pm.

Submitted By:

  
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Jonathan A. Bilden  
Secretary, Charter School Council

ATTESTED

  
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Amanda Stone  
Chair, Charter School Council