

## Coburg Community School Board Meeting

Coburg City Council Room, 91136 N Willamette St, Coburg

**Monday, September 25th 2023, 6:00 p.m.**

Call to Order: 6:14PM

Board members present: Mercia Petewon, Brenda Willis, Donna Villena, Jacen Miller, John Barry, Doug Young, Jamey Ritter

Staff members present: Dave Wallace, Melodi Jayne

Guests in person: Melissa Sepolvada

Guest on Zoom: Rachel Hadley

Pledge

Agenda: Accepted

Public Comment: No public comment.

### 1. Consent Agenda

1.1. [Minutes from August, 22nd 2023 Board Retreat](#) accepted

### 2. General Reports

#### 2.1 PCS Report

\$83K funding plan allocations underway

- Bronco Dash Sept 29
- Trunk or Treat Oct 27 - championed by Jenn Derby
- Bronco Bash May 18th, Shadow Hills Country Club
- PCS Treasure (1st & 3rd Friday of each month)
- Class Captains - Using What's App
- Planning on completing the school directory.

#### 2.2 Staff Report

- Beth Monterosa/Melissa Sepulveda Staff Representatives
- Express Open Door Policy, Staff welcome to all/any board meetings

#### 2.3 Finance and Budget Report

- Finance Committee Met - Setting Stage for School year.

- Working on authorized signers, meeting set up to discuss financial accounts (October 3rd),
- Updating financial management and fraud prevention policies
- Exploring PCS / Finance Relationship
- Received the extra \$10K revenue from SIA

2.4 Reviewed [Administration Report](#)

### 3. **Information/Discussion Items**

- 3.1. [23/24 Calendar](#) Update- Vote on calendar for next board meeting, removing wording of No School Day on May 24, 2023.
- 3.2. School Sponsored Sports - discussion need for new policies, guidelines, etc for school sponsored policies including rules; sports, sportsmanship, conduct.
- 3.3. Volunteer Policy -
  - Vector Training for all potential volunteers as first step, and completed every year
  - Then background check Drivers and Library every year All others every 3 years
- 3.4. Building improvements of air conditioning and redundant heating - introductory proposals for elementary classrooms, \$15K wiring, \$80K equipment, \$5K heat.
  - Have not looked into the recurring costs.
  - Dave will take the next step to have a preliminary decision with 4J.
- 3.5. Board Goals Mission & Vision - discussed board goals matrix
  - Update with board on facilitator for mission and vision
  - Board Calendar - update board calendar with meetings.
  - Presented matrix [2023/24 Committee Assignments](#)

### 4. **Action Items**

Approved [Updated 2023/24 Budget](#)

Motion by Doug Young to adopt Updated 2023/24 Budget as written.

Board unanimously approved.

**Public Comments:** No public comment

**Adjourn Meeting: 8:08PM**