

Coburg Community Charter School Board Meeting
CCCS Gym, Board Members
91274 N Coburg Rd
Coburg, OR 97408

Via Zoom for all guests

Thursday, August 26, 2021 9:00am

Call to Order: 9:17am

Board members present: John Barry, Brenda Willis, Kate Panum, Donna Villena, Doug Young

Honorary Board members present: Janel McPherson

Staff members present: Lisa Jager, Molly Rust, Liz Bruno

Guests: Andrea McGarvey

Pledge

Agenda: Staff report and 4.3 removed from agenda, Introductions of Board members added before the consent agenda. Changes accepted.

Public Comments: None

1. Consent Agenda:

1. The minutes from the June 7, 2021 Board meeting accepted.
2. Team introductions

2. General Reports

1. Finance & Budget Report

1. Larger ending fund balance than expected by \$22,000
2. Financial position for school in a 'good place' for this school year according to Molly Rust
3. School audit occurred last week, no major findings

2. PCS

1. Funding for all students to have Eugene Public Library cards
2. Bake sales during concerts in the park over summer
3. Logo wear coming soon

3. Administration Report

1. Asbestos tiles addressed in the cafeteria
2. New desks for 6-8 grade classrooms to meet social distancing requirements

3. Enrollment is full at this time
4. Summer school successful
5. Professional development to focus on how to transition/connect all students regardless of how successful they were in distance learning last year
6. Vaccination for all school staff must be completed by October 18th
7. Grant available for weekly at-home testing for COVID for all families from OHA and UO, more information to come
8. Social distancing recommendations during lunch remain at 6 feet, plan to start the school year with students eating outside to accommodate
9. Liz Bruno interested in starting a monthly parent seminar about students attending school during COVID

4. Staff Report

3. Information/Discussion Items

1. Review/Update Strategic Board Goals and Governance Structure Chart

1. Review of Board Goals from 2020/21
2. Many goals from 2020/21 not completed due to efforts with COVID plans
3. Board Goals for 2021/22 to be compiled by groups and discussed next meeting
 1. Governance: Janel (lead), Lisa, Paul, Donna
 2. Fundraising: Brenda (lead), Lisa, Molly, Doug, Jessica, Kate
 3. Academic: Kate (lead), Liz, Donna, Doug

2. Board Recruitment, Training, Succession

1. Review on training opportunities
2. Discussed ongoing board education

3. Review 2021/22 Board Meetings dates

1. Meeting dates reviewed

4. Set Board Agenda Outlines

1. Brenda and Lisa to work on this off-line

5. Staff and Program Updates

1. Staff changes to accommodate 1st grade & 5th grade teachers leaving
2. Middle school electives a focus, looking beyond school staff to volunteers in greater community
3. Still in need of a technology & performing arts staff members, plans to reach out to greater community

6. Review Safe Return to In-Person Instruction and Continuity of Services Plan

1. Document replaces blueprint from last year
2. Focus from the State is on development of relationships
3. Current plan/guidelines:
 1. All students in person
 2. 3 feet of distance between students
 3. Masks worn by all staff and students
 1. If students are unable to wear masks, CCCS is still required to provide education for these students but is not required to provide CDL, plan as of

now is to do this via learning packets but will be evaluated on individual basis

4. All staff and volunteers to be vaccinated
4. Discussion regarding CDL vs in-person options
 1. Board strongly supports in-person instruction

4. Action Items

1. Approve BBFA Conflict of Interest Policy

1. Review of conflict of interest disclosure statement for Board Members and administrative staff. Annual document to be filled out at Board Retreat and given to executive director.

Motion by Kate Panum to approve BBFA Conflict of Interest Policy. Board unanimously approved.

2. Update/Approve Board Configuration (Roles and Responsibilities)

1. Discussed and reviewed, accepted by all members

3. ~~Approve Covid Mitigation Policy/Practice~~

4. Board Communication Regarding Covid Planning

1. JB and Doug to work on editing communication document for families

Public Comments: None

Items for the next agenda

- Review of governance chart
- Review of updated board goals
- Agenda outlines

Adjourn Meeting: 1:40pm

Minutes submitted by Kate Panum