

**Coburg Community Charter School Board Meeting**  
**CCCS 8th Grade Classroom, Board Members & Board Candidates**  
**91274 N Coburg Rd**  
**Coburg, OR 97408**

**Via Zoom for guests**

**Monday, June 6, 2022 6:00pm**

**Call to Order: 6:01 pm**

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

**Honorary Board members present:** Janel McPherson

**Staff members present:** Molly Rust, Liz Bruno, Beth Monterrosa, Laura Ralls, Alan Linhares, Kristen Foster, Alyson young

**Guests:** Jacen Miller, Dave Wallace

**Pledge**

**Agenda:** Accepted with the following changes: deletion of admin and staff report

**Public Comments:**

- John Barry - thank you to Molly Rust for all the work as parent and staff member over the years, good luck in new position.

**1. Consent Agenda:**

1. The minutes from May 23, 2022 meeting

**2. General Reports**

**1. PCS Report**

1. Successful Jog-a-thon & Book fair on June 3rd

**2. Finance and Budget Report**

1. Proposal coming from investment company regarding reallocation of funds after withdrawal reflected in 2022/23 budget

**3. Administration Report**

**4. Staff Report**

**3. Information/Discussion Items**

1. Review Board Goals from 2021/22

1. Discussion of quality academic program goal
- 2. Proposed 2022/23 Board Meeting dates**
  1. Proposed dates for 2022/23
  2. Board agrees to following dates for 2022/23
    - September 26, 2022
    - October 24, 2022
    - December 5, 2022
    - January 23, 2023
    - February 27, 2023
    - March 20, 2023
    - April 24, 2023
    - May 8, 2023
    - May 22, 2023
    - June 5, 2023
  3. Location for 2022/23 meetings to be at Coburg City Hall
- 3. Schedule Board Retreat**
  - Agreed on Monday, August 22, 2022
- 4. Results of Board Self Evaluation**
  1. Review of board self evaluation
  2. Limited responses, recommend repeating self-evaluation in one year

#### **4. Action Items**

##### **1. Vote on Board Members**

1. Open positions #1 & #7, both 3 year terms

Motion by Donna Villena to vote Jacen Miller and Mercia Petewon into CCCS Board Member positions #1 & #7 respectively. Board approved unanimously.

##### **2. Vote on Officer Positions**

Motion by Donna Villena to re-elect current officers for 2022-23 school year: John Barry as President, Brenda Willis as Vice President, Kate Panum as secretary, and Doug Young as treasurer. Board approved unanimously.

##### **3. Governance Structure Chart**

1. Review of final draft of governance structure chart

Motion by Kate Panum to approve CCCS Governance Structure. Board approved unanimously.

##### **4. 2022/23 Committee Charters**

1. Review of each committee individually

Motion by Doug Young to adopt the Finance Oversight Committee Charter. Motion by John Barry to amend Finance Oversight Committee Charter with proposed changes in document.

Motion by John Barry to approve amended Finance Oversight Committee Charter. Board approved unanimously.

Motion by Donna Villena to adopt the Education Excellence Committee Charter. Motion by John Barry to amend Education Excellence Committee Charter with proposed changes in document. Motion by John Barry to approve amended Education Excellence Committee Charter. Board approved unanimously.

Motion by Brenda Willis to adopt the Strategic Planning and Facilities Committee Charter. Motion by John Barry to amend Strategic Planning and Facilities Committee Charter with proposed changes in document. Motion by John Barry to approve amended Strategic Planning and Facilities Committee Charter. Board approved unanimously.

**5. Approve 2022/23 FTE**

1. Review of proposed 2022/23 FTE

Motion by Doug Young to approve 2022/23 FTE as presented. Board approved unanimously.

**6. Check Signer Change**

1. Traditionally have had two signers, ED and one board member (not treasurer)

Motion by John Barry to approve Dave Wallace, as Executive Director, and Brenda Willis, as Board Member, to be signers on account starting July 1, 2022. Board approved unanimously.

**Public Comments:** None

**Items for Board Retreat agenda**

- Goals for ED
- Goals for Board
- Discussion of by-laws
- General follow-up on committees

**Adjourn Meeting at 7:18 pm**

Minutes submitted by Kate Panum, CCCS Board Secretary