

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

**Via Zoom for all guests**

**Monday, May 3, 2021 6:00pm**

**Call to Order: 6:06**

**Board members present:** John Barry (via Zoom), Brenda Willis, Jessica Clark, Sarah Brooke, Kate Panum

**Honorary Board members present:** Janel McPherson

**Staff members present:** Lisa Jager, Holly Campbell, Beth, Alyson Young, Laura Ralls, Katie Brushett, Lee Ann Erickson, Tanna Harrison

**Guests:** Austin Brushett, Kalee Powell, Kim Toerrey, Nitiyah Borg, Rachel Hadley, Stacey Anderson, Jen Derby

**Pledge**

**Agenda:** The agenda was accepted with the change of delaying the new business of board applicant forum until May 17, 2021.

Motion by Jessica Clark to move the Board Applicant Forum to May 17, 2021. Board unanimously approved.

**Public Comments:** None

**Consent Agenda:** The minutes from the April 19, 2021 Board meeting accepted.

**General Reports**

- **PCS**
  - Just finished the Earth Day match for bottle drop
  - Staff appreciation this week
- **Finance**
  - No update on budget or investments at this time
- **Administration Report**
  - Enrollment stable
  - Hot water heater in gym went out today, minimal cost to replace

- Walk n'Roll to school this week, prizes, part of national effort
- Opportunity for students to get involved with Coburg antique fair in September
- Planning to do some state testing, one subject (7th grade will be testing 2 subjects), option to opt-out of state testing
- May 10th, 4j spring visit
- **Staff Report**
  - Financial presentation

## **Old Business**

- **Review Strategic Board Goals**
  - Goal 1: ensure CCCS has a 'HOME' for the foreseeable future
    - No updates likely until end of summer
  - Goal 2: Optimize Board Governance and Structure
    - Board members should bring questions to applicant forum at May 17th meeting
    - Vote for new board members to take place by June 30th according to bylaws
  - Goal 3: Create a sustainable fundraising model
    - No significant changes
  - Goal 4: Ensure that middle school offering is competitive and enrollment is stable/quality academic program
    - No significant changes
- **2021/22 Salary Schedule Adoption**
  - Finance committee looked at the following for staff:
    - PERS IAP
    - Extending salary schedule to cap at 15 years
    - 3% step
  - Discussed 3 year projected budget with 3% step increases, PERS 6% pick-up, and 15% insurance increase
- **Budget for 2021/22**
  - Final budget vote next meeting
- **FTE for 2021/22**
  - FTE count includes positions to be covered by funding to help with student mental health and adjustment back to school
  - Review of total proposed FTE
    - Total FTE 20.18 likely from general budget
    - Remaining FTE likely from grant funding

Motion from Brenda Willis to approve the total FTE for school year 2021/22 at 29.255. Board unanimously approved.

- **School year Calendar 2021/22**
  - Review of draft school calendar

Motion by Sarah Brooks to approve the draft school calendar for 2021/22. Board unanimously approved.

**New Business**

- ~~Board Applicant Forum~~ MOVED TO MAY 17th MEETING

**Public Comments**

- None

**Adjourn meeting at 8:00**

Minutes submitted by Kate Panum