



Board Meeting Agenda

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

Coburg City Council Room, 91136 N Willamette St, Coburg

Zoom Meeting

<https://us06web.zoom.us/j/82545290528?pwd=dm8wNkRiR3RUWUIKcFpZYkFUTHg5QT09>

Meeting ID: 825 4529 0528

Passcode: 214225

+1 253 215 8782 US (Tacoma)

Call to Order

Agenda: Additions, changes, or deletions to the agenda

Public Comments (Please see “Public Participation for Board Meetings” guidelines on reverse.)

1. Consent Agenda

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

2. General Reports

- 2.1. PCS Report
- 2.2. Staff Report
- 2.3. Finance and Budget Report
- 2.4. [Administration Report](#)

3. Information/Discussion Items

- 3.1. [23/24 Calendar Issue](#) - Discussion for future action item
 - May 24, 2024
 - Not color coded on calendar as day off and is counted as day in full year’s count, but listed as day off in wording
 - Potential options:
 - Keep as instructional day: erase wording
 - Make a no school day: reduce instructional days, provide extra paid day off to certified staff, non-work day for classified staff
 - Make it a PD day: no school for students, consistent number of work days for all staff
- 3.2. School Sponsored Sports - discussion - Dave
 - Key Points from Discussion w/ PACE rep:
 - Many little details that must be considered/addressed/prepared
 - Person/Coach is agent for school
 - liability
 - vet like paid staff; unsupervised w/ kids

- may need to create/update policies
 - Clear expectations developed for Coaches
 - ex. transportation, unsupervised time, preparation, B&G
 - Student Code of Conduct for Participation
 - laws, crossing roads, following group, behavior in school
 - rules for sport and sportsmanship
- 3.3. Volunteer Policy - information -Dave
- We currently do a background check for all volunteers, approx. annual cost of \$4,000
 - Our practice is to not have volunteers in direct, unsupervised contact with students (library supervision and field trip transportation being the exception on occasion)
 - Per policy/law we only need to do background checks if the volunteer has unsupervised contact
 - Updated Practice:
 - Vector Training for all potential volunteers as first step, and completed every year
 - When training completed we do background check
 - Drivers and Library every year
 - All others every 3 years
 - Results: more timely process, more cost effective, and more safe than some local and legal requirements
- 3.4. Building improvements of air conditioning and redundant heating
- 3.5. Update with board on facilitator for mission and vision
- 3.6. Board Goals (Mercia)
- 3.7. Board Calendar (Mercia)
- 3.8. [2023/24 Committee Assignments](#)

4. Action Items

- 4.1. [Updated 2023/24 Budget](#)

Public Comments (Please see “Public Participation for Board Meetings” guidelines on reverse.)

Items for the next agenda.

- Policy Updates
- Group Book Summary discussion
- Annual School Report Card

Adjourn Meeting

Coburg Community Charter School

Public Participation in Board Meetings

1. A visitor may be recognized by the chair by rising, identifying herself/himself with her/his full name and address and stating her/his purpose for appearing.
2. A group of visitors with a common purpose should designate a single spokesperson for the group.
3. Speakers should limit their comments to 2 minutes.
4. Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda, unless otherwise authorized by the chair.
5. At the discretion of the Board chair, anyone wishing to speak before the Board either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing information to the Board Secretary on a sign-in sheet prior to the meeting. This will help the chair provide adequate time for each agenda item.
6. The Board, at its discretion may require that a proposal, inquiry, or request be submitted in writing and reserves the right to refer the matter to the administration for action or for study and to report at a subsequent meeting. The Board shall make a decision at the meeting where information is presented only if the issue is considered an emergency by the Board.
7. Statements by members of the public should be brief and concise. The chair may, at his/her discretion, establish a time limit on discussion or oral presentation by a visitor on any topic.
8. Speakers may offer objective criticism of school operations and programs but the Board will not hear complaints concerning specific school personnel. The chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals.
9. These procedures will be published on the back of every Board meeting agenda.