

## Coburg Community School Board Meeting

Coburg City Council Room, 91136 N Willamette St, Coburg

**Monday, June 10, 2024**

**Call to Order: - 6:00 PM**

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

**Guest in person:** Dave Wallace, Elizabeth Monterosa, Melodi Jayne, Jacob Corliss

**Guest on zoom:** n/a

**Pledge**

**Agenda:**

**Public Comment: No public comments.**

### **Consent Agenda**

**1. Consent Agenda**

1.1. [Minutes from May 20th, 2024](#)

**2. General Reports**

2.1. PCS Report

Food Fundraiser coming for Papa's pizza is coming up in June  
PCS through extra contributions contributing to end-of-year staff party  
Class captains are all set up for next school year 24/25  
Chalk tradition continues for end of year  
Bronco Bash raised just over \$100,000. Enough to meet 24/25 donation.  
Leadership team for next year are all set  
PCS has not had a chance to meet with Dave Wallace to discuss the retention bonus, proposed as being funded by PCS.  
\$90K check anticipated for a September distribution to CCCS.

2.2. Staff Report

End of year 'zoo' in the classroom is very busy with finishing work and celebrations. Kindergarten and 8th grade promotions on Tuesday 6/11 and

5th grade promotion on Thursday 6/13

2.3. Finance and Budget Report

2.3.1. Reviewed [Budget Vs. Actuals](#)

State predicting the next 5 years of reduced enrollment

2.4. Reviewed [Administration Report](#)

**3. Information/Discussion Items**

3.1. 2023/24 Committee Progress Reports

SPC: will continue to meet throughout the summer

Dress code, translate and live our mission and vision values

Communication strategies, policy updates

Next meeting scheduled for end of June will be focused on

structure on communication flow and timing with PCS

EEC: healthy snacks, meeting the needs of math curriculum,

FOC: Meeting the needs of updates to the financial policy. Meeting

during the summer for a first WIP for back to school/august

regarding PCS. What are the processes, do they align with FOC policies.

Reviewed [Board Meeting Procedures update](#)

3.2. Confirmation of Committee Structure and Responsibilities

Planned Committee Assignments

3.2.1. Personnel Handbook [WIP Personal Handbook with updates](#)

discussed updates to the parent grievances and dress code for handbook. Last comments/update consideration must be received by the end of June.

[Student/Family Handbook Review](#)

Snack Policy update to give clarity

### 3.3. Dresscode

3.3.1. Uniform School meeting current Mission/Vision/Values

3.3.2. Uniform Code steering committee

Subcommittee to include 2 board members, 2 faculty/staff steered by Dave Wallace/SPC

- Is uniform dress code in line with mission and vision statements?
- Does it need revision?
- Dave Wallace will provide an updated policy for dress code for review by end of June. Subcommittee will meet end of July/early August

## 4. Action Items

Renew Any Returning Board Members

Doug Young and Brenda Willis not be renewing their board seats.

Motion by Jacen Miller to re-elect John Barry Seat #5 with a term ending June 2027. Mercia Petewon seconded the motion. Board unanimously approved the motion.

4.1. Vote on Board Candidates

Motion by John Barry to elect Matt Hillton to Seat # with a term ending June 2027 and Jake Corliss to Seat # with a term ending June 2027. Jacen Miller seconded. Vote was unanimous in favor.

4.2. Vote on Officer Positions

Mercia Petewon will continue to stand for election for Board President

Jacen Miller will continue to stand for reelection for Board Treasurer

Donna Villena will continue to stand for reelection for Board Secretary and manage Policies updates to bring to the board.

John Barry will take the roll of Vice-President for the board.

John Barry makes the motion to approve officers for 24/25 school year. Brenda Willis seconded the motion. Vote passed unanimously.

4.3. Policy Updates

New and Updated Policies:

Donna Villena motioned to adopt the policy updates as recommended by OSBA on the following listed below. Mercia Petewon seconded the motion. Vote unanimous passed.

[AC](#) (updated)

[EBBB](#) (updated)

[EBCA](#) (new - Safety Threats)

[GBEB](#) (updated)

[GBN/JBA](#) (JBA/GBA) (updated)

[GBNAB/JHFE](#) (JHFE/GBNAB) (Versions 1) (updated)

[GBNAB/JHFE- AR](#) (JHFE/GBNAB-AR) (Version 1) (updated)

[GCDA/GDDA](#) (new)

[JGA](#) (updated)

[JGAB](#) (updated)

[JGAB-AR](#) (updated)

Delete Policies:

Motion by Donna Villena to delete the policies as advised by OSBA listed below. Mercia Petewon seconded the motion.

Motion unanimously approved.

[GBEBA](#)

[GCDA/GDDA-AR](#) (new policy will take its place)

[JHCC](#)

[JHCCA](#)

#### 4.4. [Surplus/Retention Directive Proposal](#)

Jacen Miller motioned to add the Surplus/Retention Directive language to the financial policy as outlined and include the first year of consideration as the 23/24 school year with a bonus evaluation payout for May of 2025. Jamey Ritter seconded the motion. Motion unanimously passed.

Public Comment: Brenda Willis PCS public comment. PCS does not have a large surplus. This is a large task to fundraise large donations year over year. Doug Young mentioned the executive director review does need to occur before June 30, 2024. Mercia Petewon emphasized the importance of PCS and the time and dedication given each year significantly to support the school. Please take the opportunity to give positive attention for their dedication. Dave Wallace commented that the PCS donations take up about 4% of the entire budget. Above the monetary value, PCS extends communication, community involvement and brings the core values to the school and our students

**Adjourn Meeting: 8:10 PM**

Meeting minutes compiled by Donna Villena, CCCS Board Secretary