



Board Kickoff Session Agenda

August 20th 2024, 9am-3pm

Coburg Fire Station Conference Room, 91232 Coburg Rd, Coburg for Board Only

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 (3 mins):

- 1.1. June 10, 2024 minutes
- 1.2. June 17, 2024 minutes

2. Welcome & Intention (7 mins; Mercia)

- 2.1. **Intro & welcome new and returning board members**
- 2.2. **Order of operations for board topics**
- 2.3. **Roles & Responsibilities - “RACI”**

3. General Reports (25 mins)

- 3.1. PCS Report – PCS Representative/*Email*
- 3.2. Finance and Budget Report - Melodi
- 3.3. Administration Report - Dave

4. Information/Discussion Items

- 4.1. Proposed 2024/25 Board Meeting dates
- 4.2. Budget Review
- 4.3. CCCS Improvements: Focus Areas, School Improvement Plan, and ED Goals
- 4.4. HVAC updates and discussion
- 4.5. 2024/25 Board Focus: Bringing Mission & Vision to Life
- 4.6. Call to action for all Committees
- 4.7. Board Committee Overview - Committee selections due by Sept. Board mtg.
(Committee overview matrix)

4.8. *Distribute & Sign Board E-Documents* (Governance Committee)

5. Action Items:

- 5.1. Student handbook
- 5.2. Staff Handbook
- 5.3. Suicide Prevention Plan

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

Confirm Items for the next agenda (All Board Members; 5 mins)

Round table closing comments (All Board Members; 20 mins)

Adjourn Meeting by 3pm

Executive Session

Agenda:

- 1. **Call to Order**
- 2. **Executive Session:**
 - Pursuant to ORS 192.660: The board will conduct the annual performance evaluation and contract negotiations of the Executive Director.
- 3. **Adjournment of Executive Session**

Note: The board will return to open session following the executive session to take any necessary action.

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.