



Board Meeting Agenda

Monday, March 17, 2025, 6:00 p.m.

Coburg City Council Room, 91136 N Willamette St, Coburg

Call to Order: 6:02 pm

Board members present: Mercia Petewon, John Barry, Jacen Miller, Jamey Ritter, Matt Hilton, Jacob Corliss.

Guest in person: Dave Wallace, Mellisa Sepulveda

Guest on Zoom: None

Public Comments: No Public Comments

Agenda: Additions, changes, or deletions to the agenda

1. Consent Agenda

1.1. [Minutes from February 24 2025](#) Approved

2. General Reports

2.1. PCS Report -

2.2. March madness brackets starting, \$10 each. Winners get 4 weeks of Vip parking!

Foody Fundraiser, March 20th at BJ's.

Food drive raised nearly 300 lbs. Blue Bag Match coming this April.

15-25th best time to bring.

PCS really looking for more bash support. Great to ensure we have enough capitol to ensure covering cost of the bash.

Foody Fundraiser communication over the newsletter aswell as social media.

2.3. Staff Report- 5th grade went to biz town. Great turn out and great for the kids. From the staff; recommended to go.

Rolling into testing season- Teachers getting training done and can be overwhelming. Some staff planning to start earlier as its daunting/demanding. They are looking for upward progress. Looking

forward to spring break as its always a good “reset”

2.4. Finance and Budget Report- Coming in admin report.

- 2.4.1. [Budget vs. Actuals](#)- Noted' updated asterisk of ADM. Budgetarys could be changed, awaiting confirmation. This potentially could come from waiting upon the May check. ADMW trends as a couple year average before it fully adjusts. Typically could be up to a 3 year average from previous experience.

ODE Free and Reduced lunch: They can qualify at the school level if they fill out the form, but they can also qualify for different reasons. The school takes any of those qualifications and attempts to qualify students for free and potentially reduced lunch.

In Summary, the schools give the free lunch, based on the forms, snap, medicare, foster care. But the way the states interpret it, is based on their population area.

Take away, Initially positive, but raises the awareness that the school should focus on having full classes to ensure proper funding.

2.5. [Administration Report](#) - Questions.

1st grade teacher leaving-

4j funding- 4j set to look at hvac and more at coburg school over spring break. Potential budget cuts of rentals for 4j staff raises questions.

3. **Information/Discussion Items**

- 3.1. Board Committee Reports –
SPC: HB 3444 Working Session + Future Year's Enrollment “Outreach”-
-Looking to add voice and support of HB 3444
- looking to next years enrollment push

Governance Committee-

Onboarding new board members- 5 board members applied with 2 interviewing today. More to come on next board meeting.

3.2. [Activity Bus presentation](#) and discussion-

ODE approved buses would allow safer access to the children.

*pros- student safety, staff time and stress savings. Good ways to increase diversity, saves volunteer time.

*Cons- Liability, ongoing costs, logistics, uncomfortable driving, needs a policy, enough shaperons?

Fatality rates for school buses over passenger vehicles are 7.5 times safer.

Costs- Annual \$8500-\$10,000 for maintaining a passenger vehicle.

Staff feedback- 8 yes, 9 maybe, 5 no's on training/ wanting to be a driver for the activity bus.

FOC consideration to maybe look at purchasing one bus initially. There could be new options coming soon if the HB3444 bill passes as there is transportation involved in the funding.

Points that were raised at SPC- what is the opportunity cost? Some good pros/cons of this. If we have this cost of the bus, would we lose out on better opportunities for the school/students/staff? Great point to note is, that it is good to question all avenues/proposals to ensure we are maximizing the school budget.

In summary- Many other improvements needed to the school as a whole. A more in depth conversation is worthwhile to see if this is the most efficient use of the budget with all other needs and demands of the school.

More costs/discussions in the pipeline that are needed as well, gym floor, fences lines, siding etc.

Activity buses- Considered to be a first reading. This deserves to be a full reading and more discussion before being brought to a full action item on the board.

3.3. [Student Handbook](#) proposed updates and discussion-

Highlighted in yellow are proposed changes of the student handbook. A few more forms are to be updated.

Snack policy- Has had high engagement of parent/guardian policy.

3.4. Policy Updates-

3.4.1. Revisited:

- 3.4.1.1. GCBDA/GDBDA-AR2 - Link to be added to show slight revisions of these policies.
- 3.4.1.2. GCBDA/GDBDA-AR4
- 3.4.1.3. JFCJ - reflects changes of the title that would come up for vote coming in april.

3.4.2. New:

- 3.4.2.1. IIBGA-AR- Not adopted but the AR is also required. This has been verified through OSBA.

3.4.3. To be removed:

- 3.4.3.1. IGBB
- 3.4.3.2. IGBBA-AR
- 3.4.3.3. IKF
- 3.4.3.4. IKF-AR

These policies should be able to be removed according to ODE.
These are geared towards districts not schools.

4. **Action Items**

- 4.1. [Staff Handbook proposed updates](#) John Raises Motion , Merica raises Second. Jacen, Jamie, Matt, Jacob all in favor.

4.2. Policy Updates-To be removed:

- 4.2.1. IGBB
- 4.2.2. IGBBA-AR
- 4.2.3. IKF
- 4.2.4. IKF-AR

Mercia raises motion, Jacen Seconds. John, Jamie, Jacob, Matt all in favor.

Action Items

Updates Up For Approval - Double-Coded Policies (no review needed)

- GBNA/JHFF-AR (Suspected Sexual Conduct Report Procedures and Forms)
- IGBAB/JO (Education Records/Records of Students with Disabilities)
- IGBAB/JO-AR (Education Records/Records of Students with Disabilities Management)
- JHFE/GBNAB (Suspected Abuse of a Child Reporting Requirements)
- JHFE/GBNAB-AR1 (Reporting Suspected Abuse of a Child)
- JHFE/GBNAB-AR2 (Abuse of a Child Investigations Conducted on School Premises)

Mercia Raises motion, Jacen Seconds. John Jamie, Jacob, Matt all in favor.

Public Comments- None

Items for the next agenda on April board Meeting-

Recommendations from the governance committee on who to invite on the open board.

Adjourn Meeting- 7:12 PM

Meeting minutes compiled by Jacob Corliss CCCS, Board Secretary

May 17th is bronco bash

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.