

Coburg Community School Board Meeting

Coburg City Council Room, 91136 N Willamette St, Coburg

Monday, April 22, 2024

Call to Order: - 6:00 PM

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

Guest in person: Dave Wallace, Melodi Jayne, Melissa Sepulveda, Matt Hilton

Guest on zoom: n/a

Pledge

Agenda:

Public Comment: No public comment

Consent Agenda

1. Consent Agenda

Approved [Minutes from March 18, 2024](#)

2. General Reports

PCS Report

Blue bag matching - 20% of everything

Coburg Pizza raised \$450

March Madness - Ashley Davis winner \$450+ raised for gym improvements

Staff appreciation - sandwich bar

Bash is coming up quickly - turn in RSVPs

Class baskets are underway, grades combined, class plates will be available this year for auction

Staff Report

Busy time of year, field trips, state testing has gone smoothly,

Kids are taking their testing very seriously. Staff is giving the thumbs up.

Finance and Budget Report

Reviewed [Budget vs. Actuals](#)
90% of student fees received

Reviewed [Updated estimate of state funds](#)
State estimate for per student revenue for Charter schools reduces the estimated receipt by \$31K for 2024/25 (unfavorable impact to existing budget)

Reviewed [Administration Report](#)

3. Information/Discussion Items

Committee Reports

Governance Committee Update

Candidate Update, Governance Committee will bring forward Matt Hilton and Jake Corliss to the open board forum in May 2024

Review conflict of interest for potential versus actual conflicts. Current conflict of interest policy meets board needs.

Strategic Planning Committee

Financial Oversight Committee

Noted a \$1000 line item to be split between board retreat, winter gathering and training to add to the budget.

Investment account earnings are down a bit.

Meeting with our investment company for feedback.

[Student/Family Handbook Review](#) -

- Discussed revisions to the school/family handbook:
- Committees will look at the following areas to have 80-90% completed before June 2024.
 - Mission/Vision/Values
 - more work on Tardy language (optional)
 - updated dress code/uniform language
 - discussion on snack policy
 - approved 24/25 calendar

Adding an annual review for student handbook, snack policy and dress code.

HVAC project update and discussion

Extension of lease not yet being brought to 4J Superintendent.

Board discussed having the finance committee take ownership of the reviewing the bid for the HVAC system.

Proposal for board to gain clarity on the intention to move forward with HVAC system and discuss the values and weighing options.

Shared the report for information. [2024 OSBA/COSA Legislative Report](#)

April 2024 Policy Updates, Governance will review the list of updates and propose which policies to bring forward for review and discussion at the May board meeting.

Discussed the [Updated Facility Use Form](#) -

Retention Bonus.

The Financial Oversight Committee has been asked to review and propose a single retention bonus by Friday May 10th. Review and action item for retention bonus added to the May Board meeting agenda.

4. Action Items

2024/25 Calendar

Discussed options for 24/25 CCCS calendar. Adding inclement weather make up days of Feb 17, 2025, April 18, 2025 and June 13, 2025 to the proposed 24/25.

Motion by John Barry to adopt the CCCS 24/25 Calendar as proposed with the inclement weather make up days of Feb 17, 2025, April 18, 2025 and June 13, 2025.

Board unanimously approved.

Math Curriculum Adoption

Discussed the process of the committee recommendations to adopt McGraw Hill Reveal K-8. Adoption will be slightly over budget. \$40-\$50K total cost.

Motion by Donna Villena to adopt McGraw Hill Reveal Math curriculum as proposed. Board unanimously approved.

Items for Next Meeting

- Open Board Candidate Forum
- HVAC Discussion
- Policy Updates
- 2024/25 Board Meeting dates and board retreat
- Mission and Vision Value Statement
- Retention Bonus

Public Comment: No Public Comment

Adjourn Meeting: 8:36 PM

Meeting minutes compiled by Donna Villena, CCCS Board Secretary