

## Coburg Community School Board Meeting Minutes

Coburg City Council Room, 91136 N Willamette St, Coburg

**Monday, September 23rd 2024, 6:00 p.m.**

**Call to Order: - 6:04 PM**

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

**Guest in person:** Dave Wallace, Melodi Jayne, Beth Monterrosa

**Guest on zoom:** n/a

**Pledge**

**Agenda:**

**Public Comment: No public comments**

### **Consent Agenda**

**1. Consent Agenda**

Approved [Minutes from August, 20th 2024 Board Retreat](#)

Approved [Minutes from August, 20th 2024 Executive Session](#)

**2. General Reports**

PCS Report - Reader board approved for end of October

Bronco Dash - \$15000 for technology target

Trunk or Treat in October

First PCS meeting - Good turnout, new leads signed up for activity

Staff Report

General beginning of the school year, excited to be back. Green Committee for this year. Leadership is now an elective. Garden has provided produce for Chef to use, kids are eating what they are growing. School looks beautiful, well kept.

October meeting will include survey information on the new math curriculum.

Finance and Budget Report

Reviewed [Budget vs. Actuals](#), Investment account YTD 7.7% rate of return.

Esser III funds of \$73K received, unexpected

Reviewed [Administration Report](#)

### 3. Information/Discussion Items

Reviewed changes to the Financial Management Policy, expectation is to vote during the October board meeting

[Board Calendar](#) (Mercia)

[WIP- Board Topics from last few years](#)

2024/25 [Committee Assignments](#) updated in the board committees as a glance document. Committee selection for all board members; optimally 2 per board member, 3 members would be optimal. Focus areas in the August board folder.

### 4. Action Items

[Budget surplus bonus proposal](#) was reviewed, FOC agreed with the proposed bonus amount, fiscally responsible and to maintain thresholds needed.

Motion by Mercia Petewon to approved the surplus bonus as presented for 8.33% per outlined in the surplus/bonus plan. Jacen Miller seconded the motion. Board unanimously approved; Mercia Petewon, John Barry, Donna Villena, Jacen Miller, Jamey Ritter, Matt Hilton, Jacob Corliss.

Motion by Mercia Petewon to approve the HVAC proposal as outlined by the FOC. Motion was seconded by Jamey Ritter. Board unanimously approved; Mercia Petewon, John Barry, Donna Villena, Jacen Miller, Jamey Ritter, Matt Hilton, Jacob Corliss.

Board compliance documents are complete.

Motion by Mercia Petewon to adopt the 24/25 board meeting calendar as presented. Motion seconded Jacen Miller. Board unanimously approved; Mercia Petewon, John Barry, Donna Villena, Jacen Miller, Jamey Ritter, Matt Hilton, Jacob Corliss.

Motion by Mercia Petewon to amend the current contract for the Executive Director as presented. Motion was seconded by John Barry. In favor: Mercia

Petewon, John Barry, Donna Villena, Jacen Miller, Jamey Ritter, Matt Hilton,  
Abstained from vote: Jacob Corliss.

**Public Comments: None**

**Adjourn Meeting: 7:46 PM**

Meeting minutes compiled by Donna Villena, CCCS Board Secretary