

Coburg Community School Board Meeting Minutes

Coburg Community Charter School, 91274 North Coburg Rd. Coburg, OR 97408

Monday, December 16, 2024, 6:00 p.m.

Call to Order: - 6:07 PM

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

Guest in person: Dave Wallace, Meoldi Jayne, Melissa Sepulveda

Pledge

Agenda: Approved

Public Comment: No public comments

Consent Agenda

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

General Reports

PCS Report

Blue bag battle brought in \$2K, includes match.
MOD pizza foodie fundraiser \$200, Greenhouse food truck TBD.
Raised over \$100 in bingo night.

January See's candy fundraiser, Bronco Bash planning.
February Community event in the works for Harry Potter
New Reader Sign/Board installed

Staff Report

Received comments for regarding Conference dates [Staff Report](#)
December was the spirit of giving.

1st/2nd grade

3rd/8th collected for Bags of Hope

4th Grade - Caroling, leaving baked goods and cards

5th Grade - survival

7th - Gathered donations for unhoused teens.

Finance and Budget Report

Reviewed [Budget vs. Actuals Administration Report](#) was reviewed

Information/Discussion Items

Board Committee Reports

Governance Committee: two board seats up for renewal and current members are renewing. One board seat will need to be filled.

After the New Year, Self-evaluation and Skills matrix will be sent out for completion by the board members. On track to start the recruitment process in January. Working through best practices for on-boarding new members.

FOC did not meet in December, A preliminary budget meeting took place in December to highlight expectations from the state.

SPC covered the three areas during their meeting; revenue, facilities, and communication. Meaningful action items for long term and short term growth. The annual appreciation event will be championed by John at the Public House.

25/26 School Calendar Discussion

Calendar Discussion Considerations

Discussed iterations of the school calendar and specifically number of student learning hours, teacher flex days and PD. Dave will define the three days prior to Thanksgiving break as flex/PD and parent/teacher conference dates and bring the recommendation to the board.

Dave has been tasked to bring preliminary ideas about a balanced calendar for discussions.

Introduced OSBA Required policy updates

Delete: [JHCD/JHCDA](#)

Delete: [JHCD/JHCDA-AR](#)

New replacement Policy: [JHCD](#)

New replacement Policy: [JHCD-AR](#)

Assessment Program: [IL](#)

Reviewed the [ODE Facility Assessment](#)

Page 4 FCI Ranges and replacement values

Appendix E - new build type costs, not all required, general guidance for review

Action Items

Policy Updates

Motion by Donna Villena to approve the removal of [JBA/GBN-AR](#) from the [Board Policies](#) as recommended by OSAS. John Barry seconded the motion. Board unanimously approved; Mercia Petewon, John Barry, Donna Villena, Jacen Miller, Jamey Ritter, Matt Hilton, Jacob Corliss.

Motion by Donna Villena to approve the updates as presented and recommended by OSAS for Board policies [AC](#), [AC-AR 1](#), [GBN/JBA](#), [GCBDC/GDBDC](#). Jacen Miller seconded the motion. Board unanimously approved; Mercia Petewon, John Barry, Donna Villena, Jacen Miller, Jamey Ritter, Matt Hilton, Jacob Corliss.

Next Agenda Items

25/26 School Calendar Discussion

Introduction and first reading of 25/26 budget

Results of Board self-assessment

Policy Updates

Public Comments:

Melissa Sepulveda made a public comment sharing the history of the parent teacher conferences in the first semester.

In the past, parent/ teacher conferences were moved from late October/early November (Halloween time), there was not enough for true assessment, to Thanksgiving week.

Over 10(+) years ago, parent involvement increased with conferences taking place on Monday/Tuesday and flex day was Wednesday.

Adjourn Meeting: 7:59 PM

Meeting minutes compiled by Donna Villena, CCCS Board Secretary