

ALLIANCE CHARTER ACADEMY
GOVERNING BOARD MEETING
Special Session
July 5, 2023
(Approved July 26, 2023)

A. CALL TO ORDER

- a. The Governing Board of Alliance Charter Academy met in Regular Session on July 5, 2023 at 6:00pm via Google Meet
- b. Present from the Board were Tara McLaughlin, Sarah Reck-Secunda, Robert Bruders, Lindsey Skones, Darla Hall, Shannon Meade, and Cecilia Morgan
- c. Also present were Matt Lacy, Christine Caponi, Denice Crombie, Kathleen Mixer-Cantrell, Laurie Phelan, Lindsay Coombes, Meg Snyder, Tutti Souders, Colleen Filippello, Shallon Smith, Kristen Miles
- d. Tara called the meeting to order at 6:02pm
- e. Note: All upcoming meetings will be posted on the Board webpage instead of notification emails; point people there and they will find it consistently

B. RECOGNITION/APPRECIATION

- a. Tara thanked everyone that ended their time at ACA in June - they are taking a lot with them and we are sad to see them go. We thank them for their time spent at ACA.
- b. Matt thanked Shallon for her helpful meeting this morning that gave him great background; also thanked Christine for all her hard work and partnership and her expertise; also thanked Cecilia for the HR piece, Shannon for her help with the onboarding piece, Tara and all her hard work as well.

C. REPORTS

- a. Financial Committee
 - i. Final 2023-2024 Budget ready for vote
 1. Budget Notes for Committee doc
 - a. Proposed differences/updates
 - b. Christine Caponi clarified that the 1% increase is the step increase, it is not an additional 1% increase on top of the step increase (Step 16 will also get 1% increase)
 - c. Shannon asked about a cost of living increase for 2023-2024; Christine recommended tabling until we look at the budget to actual
 2. Proposed Final Gen Op Budget doc
 - a. Darla asked for clarification on which number was accurate as far as which is over budget; Christine explained that the

\$400,000+ number was the projected in the red number from last year; we are actually only \$167,000 in the red - with more numbers to come at the end of the year

- i. Main reasons for differences - some line items inflated, also haven't been charged for some line items
- ii. The budget for the 23-24 budget does not have the padding that was included in the 22-23 budget
- b. Cost of Living increase - the 2023-2024 budget is really tight; Christine recommended that the Board consider the financial health of the institution and also consider needing to increase pay to match competitive pay rates
 - i. Shannon mentioned that we have offered bonuses based on enrollment - if we fulfill that, maybe there would be a possibility of bonuses in the spring

D. OLD BUSINESS

- a. Building Lease Agreement
 - i. OSBA needs to go back to their legal advice to discuss Tara's requests
 - 1. Matt has been included in the conversation
 - 2. Building maintenance limits; janitor vs custodian language; some language limits us in what we can do in repairs
- b. Charter Renewal
 - i. Has been finished, will now be going to OCSD for vote on July 10, 2023
 - ii. Very little movement was given by OCSD in the discussion
 - 1. We will have access to online curriculum
 - 2. We have been given an increase in student numbers
 - 3. We need to cover all custodial costs
 - 4. SPED department will be funded differently; Barbara and Matt are looped in on the conversation
 - a. Christine asked the Board to consider a stipend for Barbara; Tara hoped her work will be limited and just a liaison and a go-between for Matt
- c. OSBA Summer Conference
 - i. Schedule and Registration
 - 1. Needs to be done individually; everyone needs an OSBA login; still unclear on payment process; Kristen recommended contacting Vicky Black to check if one person could register everyone
- d. Discuss previous decision about when to discontinue health insurance for employees leaving ACA

- i. To be more in line with other districts, we would like to consider ending health benefits at the end of August for staff leaving ACA. This is when most schools would discontinue coverage.
 - 1. Matt agrees to extend it out in order to take care of our people
 - 2. Only applies for employees leaving at the end of the year, not mid-year
 - 3. OEBC rates from October 1-September 30, so that is what is budgeted for
 - 4. New employees are covered 1 month after the first day of employment
 - 5. Vote tabled for August meeting - Finance Committee can address it when they look at the OEBC plans

E. NEW BUSINESS

- a. Kristen Miles: OSBA Transition Workshop
 - i. 2 hour workshop
 - 1. Transition program - 3 sessions where we will work on establishing foundational relationship with new director
 - 2. Discussed current successes and challenges, Evidence Based Standards of Performance, Board Director Role and Responsibilities, ACA Communication Protocols
 - ii. Next training July 26th at 6:30pm and August 30th at 6:30pm
- b. Discuss Oath of Office for Board members
 - i. Consider adding this statement (used by public school officials)
 - 1. "I, _____, do solemnly swear (or *affirm*) that I will support the Constitution of the United States, the Constitution and the laws of the state of Oregon, and the policies of _____ School District (ESD or Community College). During my term, I will faithfully and impartially discharge the responsibilities of the office to the best of my ability."
 - ii. Decided to table this for the sake of time and address when by-laws are updated

F. ACTION ITEMS

- a. Vote on Final 2023-2024 Budget
 - i. Tara moved to approve the final budget as proposed for the 2023-2024 school year; Robert seconded; all ayes
- b. Vote to reverse previous decision on insurance final dates
 - i. Tabled for August meeting
- c. Determine how to swear in Board members
 - i. Tabled for discussion of by-laws

G. ADJOURNMENT

- a. Meeting was adjourned at 9:05pm by Tara

H. NEXT MEETING

- a. Next meeting is scheduled for July 26, 2023 at 6:00pm

Respectfully submitted,

Lindsey Skones, Board Secretary