



Kalmiopsis Community Arts High School
Organizational Board Meeting

Monday, January 30, 2023

Board members present: Kimiko Maglio (president), Melissa DeNardo (treasurer), Ryan Forsythe (secretary), Kaci Elder;

Others present: Terry Davis

Absent: n/a

Facilitator: Kaci / Minutes: Ryan

Meeting called to order at 6:07pm

- Welcome and land acknowledgment.
- Additions to agenda:
 - Under new business: Potential board member: Terry Davis
- Approval of minutes from December 19 meeting. Motion to approve. Motion seconded. Approved with no changes.
- Public comments. No public comments.
- Financial Report (Kaci/Ryan)
 - Expenses, income, checking/savings account balances (Kaci). Kaci does not have the check tally present, but there have been no big income/expenses this month. One note: we did agree KCA will pay for a Zoom subscription. Also, we have been paying for weekly color ads in the IV News (they are providing Buy-3-Get-1-Free). No other new expenses.
 - Grants update (Ryan)
 - Four Way - Spring 2023 cycle and closure of Spring 2022. Ryan requests KCA approval to wrap up last year's grant purchases and reports by March 31 so we can submit a grant for Four Way's Spring 2023 deadline. Ryan notes that we can complete last year's grant later, in summer, but then we would not be eligible to apply for this cycle. **Melissa motions to (a) approve completion of our current Four Way grant, with the purchase of \$10,000 worth of items as identified/outlined in the approved Four Way grant, plus (b) we submit a new grant request by the April 1 deadline. Kaci seconds. Motion passes, unanimous.**
 - LGBTQ2SIA+ notification status. We applied in December and we were supposed to be notified already but they updated us with a new notification date in the next few weeks.
 - Oregon Council of Teachers of English microgrant. Kaci submitted a request for a small \$300 book grant.
 - KCA has been verified by FrontDoor/CyberGrants, which is required by some grantors, as it helps establish our legitimacy.

- Reports
 - Fiscal Management (Ryan). No meeting of the committee this month.
 - Community and Culture (Kaci)
 - Enrollment Update: We have 12 enrolled students: 8 in 9th grade, 1 in 10th grade, and 3 in 11th grade. Current publicity includes ads in IV News, facebook posts, an updated newsletter, and flyers around town.
 - Possible Winter/Spring events (Kaci). We should begin thinking of events for Spring and Summer, to help us get the word out about KCA. Will have added benefit of getting us in events calendars (free publicity).
 - Location (Melissa)
 - Melissa toured the potential (temporary) site, which is part of a local church, though the space we would use is separate from sanctuary/church space. Has one huge room, a large kitchen, 2 bathrooms that may not be ADA certified, and 3 small classroom spaces (separated by room dividers). One room used as storage presently so we would need to work with them to provide storage for them. They will be meeting Sunday, Feb 5, to discuss whether to approve/deny for us to rent/use as a temporary location for 1-2 years.
 - Governance & Compliance
 - Draft contract from TRSD. We have not received yet, but today Kristen Miles emailed Kaci that the District is planning on sending the draft contract next week.
 - Staff Report: weekly meeting notes shared in Drive (Kaci)
 - At Friday staff meeting, we discussed what would be ideal to spend existing Four Way funds on. The grant requested funds for start-up technology and furniture needs, such as laptops, classroom docu-cams, projectors, screens. We perused school discounts at various websites, but overall Amazon and Best Buy tended to have better rates than other sites offering education discounts. We settled on 10 laptops, plus classroom docu-cam set-ups. We also discussed development of a visual plan/map of what classes will be taught by who and when (using Kimiko's template as our starting point).

- New Business

- Minor clarifications of Article VI (Committees) first reading (Kimiko). Bylaws 6.1 indicates two board members per committee but 6.4 indicates 2 board members or 1 board member and 1 teacher leader. We agree that we like flexibility of allowing 2 board members *or* 1 board member and 1 teacher leader. We agree to change 6.1 to match 6.4:

Section 6.1 Committee Establishment

The Board may by resolution designate standing committees, ad hoc committees, and ad hoc task forces as it deems necessary for the effective governance of KCA. Each committee, whether created by such resolution or provided for in Section 6.2 of these Bylaws, shall consist of at least ~~two Board members~~ **one Board Member and one Teacher Leader, or two Board Members.**

- Request to apply for grant to Snapdragon Book Foundation - due 2/1 (Kaci). This is an annual grant that provides books to school and classroom libraries, prioritizing books that promote diversity, equity, inclusion. **Ryan motions that we approve Kaci submitting a**

grant on behalf of KCA to Snapdragon Book Foundation. Kimiko seconds. Motion passes, unanimous.

- Potential board member: Terry Davis spoke about his firm belief in the school philosophy and the good KCA can do for children, as well as the value of the world of art and how he hopes he can share that with our students. [Note: next month, bring printed copy of bylaws for Terry]. **Kaci motions that we accept Terry Davis as a Board Member of the KCA Board of Directors. Kimiko seconds. Motion passes, unanimous.** Congratulations, Terry!
- Resignation of Kaci Elder from Board of Directors. Kaci will fully transition into her staff role as a teacher leader. KCA thanks Kaci for her service to the Board! **Kimiko moves we accept Kaci's resignation and support her in transitioning fully into her staff role as a teacher leader. Melissa seconds. Motion passes, unanimous.** [Reminder that we will need to update any filings that list Kaci as a board member, such as changes in bylaws submitted to Oregon Secretary of State.]
- Old Business
 - Founding Board updates (Kimiko). Kimiko shared a spreadsheet that she created based on a recommendation from Kate Dwyer that we have a file listing all of our policies/motions. File is added to Google Drive folder. She has also created PDF files of all KCA minutes. Kimiko also shared notes from the meeting she and Ryan had with Kate Dwyer regarding board development.
 - Every Student Belongs Policy (ACBA). Melissa will draft KCA revision and bring to the next meeting.

Meeting adjourned at 7:22pm.

Upcoming Meetings

- 6pm Monday February 27, 2023. Kimiko will facilitate.
- 6pm Monday March 27, 2023
- 6pm Monday April 24, 2023