



Kalmiopsis Community Arts High School  
Organizational Board Meeting

Monday, March 13, 2023

Board members present: Kimiko Maglio (president), Melissa DeNardo (treasurer), Ryan Forsythe (secretary), Terry Davis

Others present:

Absent: n/a

Facilitator: Melissa / Minutes: Ryan

Meeting called to order at 5 :10pm

- Welcome and land acknowledgment.
- Additions to agenda. No additions.
- Approval of minutes from January 30 meeting. Motion to approve by Ryan. Motion seconded by Terry. Approved with no changes.
- Public comments. No public comments.
- Financial Report (Ryan)
  - We've had several expenses this month, particularly as we have utilized the generous grant from Four Way. We have purchased laptops for staff, as well as DocuCams, projectors, screens, ceiling mounts, and white boards. Additionally, we paid \$378.56 for 4 months storage for received furniture donations.
  - With diminishing checking account, it's vital that we develop more fundraising activities. At our staff meeting, we spoke with Stacey Williams about the possibility of a monthly Taco Tuesday fundraiser at the grange, on a week when they aren't already having them. We've touched base with Stephanie Moor and Stacey Williams about it. It would be great to have Terry Davis provide music--he is interested!
  - Grants update (Ryan)
    - Four Way Spring 2022 Update. We are finishing up the 2022 grant report, which includes purchases of approx \$4100 for staff laptops, \$2500 for docucams and projectors, \$1100 for signage, and approx \$1800 for furniture.
    - Four Way Spring 2023 Update. Ryan started the list of items to request funding and has passed to Kaci to develop. We hope to get finalized list to everyone by next board meeting.
    - Oregon Council of Teachers of English microgrant update. Kaci received this grant of \$300, which will help us purchase books. Thanks to OCTE!
    - LGBTQ2SIA+ grant update. Unfortunately, we did not receive this grant, primarily due to not having opened the school as of yet.
- Reports
  - Fiscal Management
    - Estimated Charter School Rate update. On Feb 22, we received notice of the 2023-24 State School Fund estimate from Oregon Department of Education.

Good news is that there is an increase to the estimated charter rate, to \$10,145. Our previous estimate in our budget was \$9786. This is the amount we would receive 95% of, which would equal \$9638 per ADM (vs \$9297 - an increase of \$341 per student).

- Community and Culture
  - Enrollment Update: Currently 15 total. 8 in 9th grade, 3 in 10th grade, and 4 in 11th grade. As students enroll, Kaci has been reaching out to see if they want to meet us. We have begun meeting with families to introduce ourselves and answer any questions. Kaci has additionally spoken extensively with some student guardians via phone. Ryan reached out to the families of all students who completed an intent to enroll form but have not completed the enrollment form.
  - It's been approximately 4 weeks since the most recent enrollment sign-up, so we need to focus on recruitment, such as having an awareness-raising event. Suggestion from Terry to let people know that he is set up for intensive sculpture class, may result in some interest. Posting other curricular offerings could be helpful. Attendance at various events, such as the IV pet parade, could help. Melissa and Mindy will have a booth at Farmers Market and can put KCA literature and stickere there. Board--keep thinking of creative ways to reach out.
- Location
  - Melissa exchanged emails with Richard, the caretaker at St. Patrick. Board at St. Ann's all voted yes, but we still need approval from the Archdiocese in Portland. They sent Richard a sample lease along with insurance requirements. Melissa has been trying to reach out to local insurance agent to write up a policy to share with the Archdiocese.
- Governance & Compliance
  - No meeting this month.
- Staff Report: weekly meeting notes shared in Drive.
  - We've met with a few potential teachers, to share about the school and see if they may be interested in teaching (particularly science). Will follow up.
- New Business
  - Review of contract with Three Rivers. At our last two staff meetings, we reviewed the proposed contract and made numerous suggested revisions and resubmitted. Just in the past few days, Kaci has received the updated revision and she plans to review and share this week.
  - Bylaws Revision - First Reading (*changes in yellow*)
    - Section 3.6 Qualifications. Qualifications. In reviewing possible candidates, the Board shall consider the following criteria:
      - The prospective Board member's support for the KCA mission, values, and purpose; **and**
      - The prospective Board member's skills and experience in relation to the Board's need for expertise in areas including fundraising, educational oversight, facilities management, finances, accounting, community relations, outreach and marketing; **and**

- The prospective Board member's legal residence, to ensure that a majority of Board members shall reside within the boundaries of Three Rivers School District.
  - Representing at local conferences
    - Oregon Nonprofit Leaders Conference - April 3&4 in Ashland. Kimiko would like to attend, but can't commit to 2 days right now. Ryan will reach out to Kate Dwyer to see if it is possible to redirect part of 2022 funding request from furniture, so that Kimiko can attend the conference.
    - IV Nonprofit Volunteer Fair - April 8 at IV High. Ryan and Melissa commit to being there. Ryan will register.
  - IV Schools and Community Partners Meeting. First one Thursday, March 9, 8:30-9:45am
- Old Business
  - Every Student Belongs Policy (ACBA). Melissa has reviewed and shares that it is a positive, inclusive policy and something that we can commit to. Melissa doesn't feel we need to amend or recreate. Melissa will send out to everyone to read and then we can consider adopting the policy at our next meeting.
  - Minor clarifications of Article VI (Committees) second and final reading. 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.**

**Ryan motions that we accept the changes as written. Melissa seconds. Approved. Unanimous.**

Meeting adjourned at 6:09pm.

#### Upcoming Meetings

- 6pm Monday March 27, 2023
- 6pm Monday April 24, 2023
- 6pm Monday May 29, 2023
- 6pm Monday June 27, 2023
- 6pm Monday July 31, 2023