

Kalmiopsis Community Arts High School
Organizational Board Meeting

Monday, April 1, 2024

Board members present: Ryan Forsythe (secretary), Emily Kelley (student representative), Terry Davis (chairperson), Grace Hughes, Cody Zook, Via Zoom: Amanda Selden-Dixon

Excused Absence: Lucy Becker, Angie Graves

Unexcused Absence: None

Guest(s): Mindy King

Facilitator: Terry / Minutes: Ryan

Meeting called to order at 5:01pm.

- Welcome and land acknowledgment.
- Additions to the agenda: Ryan requests tabling of attendance policy under old business. Terry would like to discuss school philosophy under new business. Grace motions to approve the agenda as amended. Cody seconds. Motion passes. Unanimous.
- Approval of minutes from February 26 meeting. Motion to approve minutes by Cody. Seconded by Grace. Approved. Unanimous.
- Public comments. No public comments received.
- Reports
 - Financial Report (Ryan)
 - Expenses, income, checking/savings account balances.
 - Account balances as of April 1 include \$93,148.83 in savings and \$4,053.54 in checking for a total of \$97,202.37.
 - Ryan shared a Statement of Activity for the period July 1, 2023 to February 29, 2024, showing that during that period, KCA had \$257,336.98 in revenue and \$156,897.21, resulting in a net operating income of \$100,439.77.
 - Grants update/approval requests
 - Federal CSP grant. We have a deadline for our first report in mid-April, describing all that we have done with the grant funds they have provided. Note that they have not provided any grant funds as of yet. This should theoretically simplify the process, however there is still a lot of reporting we need to do on how we are achieving our performance goals. Kaci is working hard on the report.
 - Four Way Community Foundation and Carrico Foundation 2023 grant. Earlier this month, Ryan submitted the final report to Four Way on the 2023 grant. He shared the full file at the meeting for anyone that wanted to review. He is still working to complete the report to Carrico Foundation and hopes to have it finished soon, but had to complete for Four Way as that allowed us to apply for a 2024 grant.

- Ford Family/Four Way CF 2024 - Building renovations. Ryan shared that just today he submitted our 2024 grant request to Four Way. We are asking for nearly \$10,000 of a \$75,000+ budget to make renovations at our planned new facility. Ryan will now transition to a grant submission for Ford Family (asking them to support the same project). But since they have rolling deadlines, whereas Four Way grant was due today, it made sense to prioritize getting the application in to Four Way.
- Community and Culture
 - Enrollment Update. We presently have 33 students enrolled, with one indicating intent to unenroll. That would give us space for 2 students (capacity is 34) and we do have two on our waitlist, so soon we expect to be back to full capacity.
- Location/Facilities.
 - Cody shared that he mapped out the inside of the facility, noting that we need to decide where walls will go. He then shared copies of the map which can be used for planning purposes and visioning of how our new space will look.
 - Roll-door. The Southern Oregon Guild has a roll-up door if we may have a use for it. Ryan shared that some staff felt it may give an industrial “jail” sense, but the Board believes it is in our best interest for security, especially given the location downtown and the front doors being mostly glass which could be easy to smash and gain access. The Board consensus is to accept it from the Guild if it is still available.
- Student Report
 - Hatfield Futures. Emily shared that they presented in Portland and it went really well. A mayor from another city even gave them his card to get in touch. Their focus/idea was to refurbish and clean up items found in trash piles or donated, and open a shop/storefront to provide the items to our unhoused community or others that may need them.
 - Emily shared that she appreciates the school has been doing more activities together, like the entire school went to watch the softball game today in which 4 of our students played. The whole school also went ice skating right before spring break and then to Bear Creek Park. She feels it’s a lot of fun for the students to be able to go to a playground and act like kids.
 - We’ve also been receiving a lot of opportunities for volunteer activities, such as the Senior Center. She notes that it seems the school is getting noticed and organizations are reaching out to us.
- Staff Report
 - RCC Partnership. Ryan shared that he has been working with RCC to have KCA cover the cost for our students to participate in early college-type programs at RCC. They have sent a contract and Ryan did not want to commit us to anything without Board approval. Emily shared that it would be a good opportunity for senior students next year. Grace says it does sound like a good idea to offer this for our students. Cody says it seems like a good use of money and we can always re-evaluate later. Cody motions that we approve an RCC partnership with Ryan

as representative or lead liaison and able to sign an agreement on the school's behalf. Grace seconds. Motion passes. Unanimous.

- Old Business:
 - Attendance Policy. Tabled.
 - Four Way Community Foundation Board Service Training - report-back and discussion. After Kate Dwyer and Four Way Community Foundation shared a Board training last month, we feel it is useful to talk about
 - Cody shared that the training raised a question about whether we can allow under-age members to vote. The question regards the legality of the votes. Mindy suggested an adult proxy that could vote on the students' behalf. Grace shared perhaps there may be set criteria that students could/could not vote on. Mindy will reach out to Nonprofit Association of Oregon and/or Oregon School Boards Association to see if they can offer any insight. Cody shared other takeaways including Board members needing to have the right mindset, with no self-dealing. Overall, directors found the training extremely valuable to understanding our roles as Board members.
- New Business:
 - 2024-25 Budget. Ryan shared the budget he has developed for the next school year. He pointed out a few specific items, including payroll being the highest cost. In terms of process and timeline, the directors feel it makes sense now that they have a hard copy, to be able to take time to review and see if they have any questions, and then vote at the next meeting.
 - Planning for Annual Meeting
 - Board Member Terms.
 - Terms are 2 years long, though the bylaws allow for some initial 3-year terms at the first annual meeting, to allow for staggered service. Meaning some people will serve April 2024-April 2026 and some will serve April 2024 to April 2027.
 - Note that at least half plus one would serve initial 2 year terms. If we have 3 to serve 2-year terms, and 2 people serve 3-year terms, Ryan suggested we make the longer-serving people the 2-year term terms and the more recent people the 3-year folk, which will "average" out terms. If we go with this, then the vote at the annual meeting will be Terry, Angie, and Amanda for 2-year terms (ending April 2026); and Grace and Cody for 3-year terms (ending April 2027). The Board agrees that this will be a good plan.
 - Mindy expressed interest in joining the Board. She shared that she is interested in being hands-on and helping ease the transition to a new building.
 - Roles / Responsibilities.
 - Ryan shared that at the annual meeting, the agenda is generally the election of board members and also reporting on the school's activities and financial condition.
 - Terry shared about his interest in school philosophy and values and there was a suggestion he would share information at the annual meeting. Ryan

will present the budget for voting. Suggestion to invite Melissa to talk about the location/facilities and to invite Kaci to share thoughts and feelings and philosophy/goals, perhaps similar to a “state of the school” report. Grace will bring cookies. Mindy will bring a carafe of coffee or tea. Ryan will bring some fruit.

- We agreed we would use a paper ballot and we would introduce ourselves before voting.
- Discuss school philosophy
 - Terry asked the Board if they’ve had the opportunity to watch our teachers teach. He says it is almost jaw-dropping concerning the art and skill and care they show with our students. He says they teach because they know child development and he’d like the Board to delve into the philosophy the teachers share. What it is they teach and why is the heart and soul of the school. He suggests he could go first, sharing his thoughts on philosophy at a future meeting, and hopefully others would also share.

Meeting adjourned at 6:38pm.

Upcoming Meetings

- 5pm Monday, April 29, 2024 - Annual Meeting
- 5pm Monday May 20, 2024*
- 5pm Monday, June 24, 2024

* = denotes meeting held on a different Monday this month due to holidays or school schedules