

Kalmiopsis Community Arts High School
Organizational Board Meeting

Monday, August 5, 2024

Board members present: Terry Davis (chairperson), Grace Hughes (treasurer), Ryan Forsythe (secretary), Cody Zook, Mindy King, Via Zoom: Angie Graves
Teacher Leaders: Melissa DeNardo; via Zoom: Kaci Elder
Excused Absence: Amanda Selden-Dixon
Absent: Lucy Becker (student representative), Emily Kelley (student representative)

Facilitator: Terry / Minutes: Ryan

Meeting called to order at 5:11 pm.

- Welcome and land acknowledgment.
- Additions to agenda. Request to add Attendance Policy under Old Business. **Mindy motions to approve the agenda as amended. Grace seconds. Motion passes. Unanimous.**
- Approval of minutes from July 1 meeting. **Cody motions to approve minutes. Seconded by Angie. Approved. Unanimous.**
- Public comments. No comments received.
- Reports
 - Financial Report - Ryan
 - Ryan reported on our account balances. He shared that our bank account totals as of July 31, included \$118,152.82 in savings and \$24,239.10 in checking, for a total of \$142,391.92. This included two payments from our CSP grant of totaling approximately \$80,000, as well as our Three Rivers state education grant.
 - Ryan shared a Statement of Activity for the fiscal year 2023-24. He noted a few highlights, including that our original budget was based on income of ~\$346,000 for the year and our actual income was ~\$350,000. We were quite close in several categories, for example our budget for teaching payroll was \$92,500 and actual was \$93,300. In other categories, we were quite off both positively and negatively. We budgeted \$48,708 for healthcare but actual was \$0. Conversely, our budget for food was \$0 (thinking we would have USDA grant funding), but our actual was approx \$18,000. Overall, our expenses were budgeted to total \$333,831 but our total was \$300,0256, bringing us in at \$33,574 below budget.
 - Grant Report
 - Federal CSP grant. Ryan shared the good news that we have finally received our first payment from our CSP grant. And actually our second as well! Both payments were deposited in July.
 - 2024-2028 LGBTQ2SIA+ Student Success Grant, funded by the Oregon Department of Education. Kaci has noted that this grant has come 'round again. She has the docs from our first attempt and she is checking with local artists Eliot and Sophie to gauge whether the three of them have time to revise and resubmit. As long as the application doesn't require a major overhaul of our last submission, it should be feasible. They will

ask for approximately \$50,000. Grace asked how the grant funds are to be used. Kaci shared it is for any organization that helps young people in the LGTB+ community and Eliot and Sophie have experience using performing arts to explore local community issues. This could help fund community teachers coming into KCA to help students use performing arts to explore the issues and experience of young people today. **Mindy motions that the board support Kaci pursuing this grant on behalf of KCA. Grace seconds. Motion passes. Unanimous.**

- Community and Culture

- Enrollment update. For next year, we presently have 46 enrolled: 8 for 9th grade, 16 sophomores, 13 juniors, and 9 seniors. We received a request just this afternoon for a first year student who is a sibling of a current student. We also have one sophomore on a waitlist. Another student who previously decided not to enroll may have second thoughts. The class with the most openings is first year, so we are hopeful to get several more in the next few weeks.
- Angie inquired if there are plans for things like a table at the Labor Day festival, to help boost enrollment. Melissa shared that tabling at this weekend's Art Walk could be a better event for us. Angie says she would be happy to hand out flyers at Journey Home during the Art Walk.
- Community Connections - Deb from Frog Farm and the Earth Scouts program are conducting a series of Summer Skills Courses, which are open to the entire community but which are free to all KCA students (and for which they can earn credit). Numerous classes including natural building and earthen plaster. At present two KCA students are taking advantage. If anyone knows anyone, particularly young people, who might be interested, check out the Earth Scouts or Frog Farm website or Facebook page.
- Jerry Allen reached out to us seeking teens to help him film a puppet show he has created around issues of climate justice. A few of our students will be a part of the program.
- Kaci shared a heads up that she is working with Ariadne from Motherline, to help with a Halloween carnival. KCA will help with escape rooms (IV High will help with a haunted house). Kaci has also been working with Ariadne and the Rural Reciprocity program. They are working to create a program that can help create positions and pay the youth in the valley for real work, such as banquet serving and babysitting. Grace does training every year for the Serve-Safe program and would be willing to support the program by helping train the youth in this area.

- Location / Facilities

- Facility update. Melissa shared details on the current construction. Drywall took a little longer than planned but it is complete, as well as the texturing. (Primer is being applied in the back room as we meet.) Floors took longer too. Windows have been tinted with a mirror tint, so people can not see in, which is great for safety and security. With electrical and plumbing, we ran into numerous issues as

things needed replacing. With the exterior wood, there was a lot of rotten wood, once they

- Financial update for facility renovations. We are doing great with the approved labor/payroll budget, but with the materials budget we have reached the end of what has been approved, so Melissa is asking for approval for additional costs. Total expenses have been about \$60,000. Grace shared that with the scope of the project, everyone should pat themselves on the back for coming in at that amount. Melissa cited approx \$5000 additional the project would likely need. **Cody motions that the board approve up to \$8000 in additional expenses to complete the project. Grace seconds. Melissa shared that it's been an amazing group effort. Motion passes. Unanimous.**
- Melissa shared that our doors are old and may not be the most safe. Tinting will help with visual safety, but it would be great to be able to replace them with newer doors. She had a quote from CDF of \$4626.49. She would like to try to apply CSP grant funds to the door, but we would need to pay before we would know if we can adjust that request. **Grace motions that we pay for the doors now with school contingency funds, but that Ryan and Kaci request an adjustment to our CSP request, to include the doors in our renovation funding. Mindy seconds. Motion passes. Unanimous.** We discussed access policy. Terry shared the door access/set-up at the Boys and Girls Club. The doors are kept locked and staff have walkie-talkies and call for students when parents arrive to pick up.
- We have a planned work party day this Saturday and Sunday, 9am to noon. Ariana will be here to continue working on our exterior mural, but there will likely be work for others to help out. For example, hope is that people can get in and take up all masking work and to help with cleaning. Taping help is probably needed Wednesday and Thursday before, as we begin interior painting.
- Student Report - Student Reps
 - Grace shared that many students came and helped with the parking lot. They weedwacked, swept, moved things, etc. They are really excited for the new space.
- Staff Report
 - Hiring update. Melissa shared that we had a great interview with Taryn Roberson. We felt it would be a perfect fit, but kept the position open. We had other applicants, though most did not have classroom experience or were living far far away. The hiring committee unanimously agreed that we should hire Taryn and asked if they could start at 0.6 FTE, and grow as we continue to grow. **Mindy motions that KCA offer Taryn at 0.6 FTE, but if more Admin hours are available in the budget, that they could go up to a 1.0 FTE position.** Angie shared that she has served as a personal reference for Taryn, and wonders if she should therefore be part of a vote. Decision to abstain to avoid appearance of conflict of interest. **Cody seconds. Motion passes. Angie abstains, otherwise unanimous.** Congrats. Taryn!

- Renew RCC agreement. Each year, RCC asks schools to sign a data sharing agreement, allowing the schools and RCC to share information regarding any students. **Cody motions that the Board authorize Ryan and/or Kaci to sign the data sharing agreement on behalf of KCA. Angie seconds. Motion passes. Unanimous.**
 - Meal program with Caleb. Melissa shared that she has met with Caleb Reemer and he is excited about and committed to continuing with our food program, and to even teach a culinary arts class. He's interested in teaching an intensive and probably a semester class as well. Our students shared interest at the end of the year on what classes they'd like to see and Culinary Arts was one of the top two.
 - We were supposed to have a meeting with JPS Computing regarding the updated website, but have been unable to set a meeting, so revamped website is currently on hold.
 - Kaci is presently drafting a course guide for the year. As we solidify our course offerings, it helps give students a sense of what the classes are before the year begins. For students considering coming to KCA, they would be able to get a real sense of what classes we offer and what our graduation requirements are. Her goal is as close to first day of school as possible.
- Old Business:
 - Approve financial policies. Ryan previously shared the policy document that he revised with the help of Kenny Houck and Carla Gillard. **Cody motions to approve the financial policies as written. Mindy seconds. Angie shared that the manual looked really good. Motion passes. Unanimous.**
 - Approve personnel policies. Ryan previously shared the personnel policy document that Kayla and he worked on. **Terry motions that we approve the personnel policies as written. Grace seconds. Motion passes. Unanimous.**
 - Approve attendance policy, Second Reading. Melissa revisited the attendance policy she previously worked on and shared with the board (around January). She discussed the chronic absenteeism that is an issue everywhere. We also discussed the concept of an open campus lunch period, which requires a geographic limit and a time limit. Angie shared a google map in the zoom chat. Cody shared when the high school had an open lunch, there was a limit to the number of places students could go, so we could develop a list of specific places students could go. Board members shared our experiences and thoughts on open campus. Consensus is to allow students access to food or beverage establishments on 199 from Perfect Pizza and River Valley restaurant on the north, to Coffee Heaven on the south (not walking through neighborhoods). Restaurants, grocery stores, food trucks, and gas stations are acceptable. Cody will access GIS system to create a map with the boundaries. **Mindy motions that we approve the attendance policy with the changes as discussed. Grace seconds. Motion passes. Unanimous.**
- New Business:
 - First look at Restorative Justice policy. Melissa noted that she is currently participating in a training for Restorative Justice. She adapted a policy from a suggested template and shared the document with board members. She asks board members to review and come to the next meeting with thoughts and questions. Angie asked how using Restorative

Justice worked out during the past year. Melissa shared that the process was used frequently; Community Class provided space for circles/sharing and for teachers to help students navigate. Melissa detailed the experience on the very first day of fall semester when we learned about inappropriate language directed at one student from another on social media. We halted class and had an extended sharing/discussion circle about students' experience with bullying. It ended up being a positive experience for most students and the main two students involved eventually became very close friends. Melissa shared that a lot of our work has been getting students to understand they can be advocates for others who are experiencing issues.

Meeting adjourned at 7:04 pm.

Upcoming Meetings

- 5pm Monday, September 9 *, 2024
- 5pm Monday, October 7, 2024

* = denotes meeting held on a different Monday this month (other than 1st Monday) due to holidays or school schedules