

Kalmiopsis Community Arts High School
Organizational Board Meeting
Monday, April 7, 2025

Board members present: Terry Davis (chairperson), Grace Hughes (treasurer), Ryan Forsythe (secretary), Whitman Franklin (student representative), Kava Rose (student representative), Cody Zook, Amanda Selden-Dixon, Angie Graves
Excused Absence: N/A

Teacher Leaders: Kaci Elder, Taryn Roberson
Guests: Adam Dixon-Selden, Drake Peters

Facilitator: Terry / Minutes: Ryan

Meeting called to order 4:37 pm.

- Welcome and land acknowledgment.
- Additions to agenda. Remove Anti-Hate Speech from New Business (it will be presented at a later date.) **Grace motions to approve the agenda as amended. Kava seconds. Motion passes. Unanimous.**
- Welcome back, Amanda
- Approval of minutes from March 3 meeting. **Cody motions to approve March 3 minutes. Seconded by Grace. Minutes 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 April 6 included \$19,442.33 in checking and \$216,172.34 in savings for a total of \$235,614.67.
 - Ryan shared a Statement of Activity for February. Cody asked about travel. Ryan was unable to complete a statement for March.
 - Purchase requests:
 - Oregon Shakespeare Festival (May). Kaci shared a plan to take all students and 8 adults to see a comedic take on Hamlet. We have requested discounted tickets. Tuesday, May 13. Full day field trip. An issue with emails was brought up and Kaci suggested when we need Terry or Grace to approve requests, that we send from an individual teacher leader email account. Estimate for OSF is \$1300, so no vote needed as it is not over \$2000.
 - Intensive trip (June). Taryn shared our plan to go to Newport, to stay at three group campsites. We will camp for 2 nights, spend one whole day at the Aquarium. Additional costs include food, the bus, and a surprise planned for our seniors. Taryn shared that the cost per Aquarium ticket will be \$16.50 per student and adults should be free. Chaperones: \$17 for 8 hours/day. Cody asked about free parent volunteers. **Ryan motions request for up to \$4000 for the intensive week field trip. Motion passes. Unanimous.**

- ADMr Calculation issue. A quick note that there was an issue with the calculation of the funds we received from Three Rivers, due to an issue with attendance in Synergy. For February and March, there was an underpayment. Ryan notified Three Rivers and they were very responsive and quick to fix. As a result, we received an additional payment in April of approximately \$6700.
- Grants Update.
 - CSP grant. Kaci notes we have drawn down a large amount of our CSP grant, however we have not spent a large chunk of that money. Kaci is in the middle of doing our annual performance report, our biggest report of the year, due May 1. She noted that Ryan will be uploading reports to our website, so we will be posting to demonstrate that we are doing the things we are supposed to be doing with the grant money.
- Community and Culture
 - Enrollment update. At the moment we are at our full capacity of 56 students, with 6 students on our waitlist. We have 12 in 9th grade, 20 in 10th grade, 15 in 11th grade, and 9 in 12th grade.
 - For next year, we presently have 8 requesting to join 9th grade, 2 for 10th grade, 15 for 11th grade, and 3 for 12th grade. At this point, we have not yet asked students to share if they plan to return, so it is not clear yet how many spaces we will have for new students. There is a good chance we will have a very high class of seniors next year. Of our 9 current seniors, it looks like only 4 will be able to graduate this Spring, so if all of our 15 juniors and these 5 seniors do return, that would give us 20 in our senior class next year. We can share more about that under New Business when we discuss our lottery process.
 - Community Connections.
 - Kaci shared that Barnstormers Theatre in GP, the oldest community theatre in the state. On the Wednesday before they open a show, they have a free show for high school students. Their next show is 9 to 5, and Kaci hopes to take a group.
 - Next Monday, Laura Mancuso from IV Hope Village will visit us and share about their project. Next Wednesday we will take a field trip there.
 - Bill Gray came to Community Class and will be working with students on trail maintenance in Takilma.
 - Artist Ruth Wendover came to 3D art class last week and taught copper embossing. Drake shared that it was a very educational class. Taryn shared that it was cool to have her in class, and she also left tools that we can continue to use.
 - We are using the library more and will be visiting more often before the end of the year.
 - East River Street Gardens. We have a goal of at least 3 walks there before the end of the year.
 - Rusk Ranch Nature Center. The Holistic Life Skills class will make a visit there in 2 weeks.

- Sara Kinstler, who will join us as a Teacher Leader next year, came to community class and gave a survey asking what English Language Arts classes students would be interested in.
 - Christine Gardiner will come to school soon and teach a unit on alternative economic systems.
 - Kaci has talked with Caitlin, the Executive Director of Southern Oregon Guild, to discuss if different Guild members can be a volunteer presence on site, to work with students and provide resources when teachers may be busy. Perhaps they can bring their art and complete it in common spaces.
- Location / Facilities
 - Teacher Leaders took a tour last week of the planned expansion deeper into our building. Taryn shared that one of our new safety doors went in over spring break. There was an issue with installation, but it seems to work fine now. The front door did not go in yet because of some of the hang-ups and we were hoping to talk to the manufacturer, but we hope it can go in soon.
 - Whitman shared that we may have 2 new students coming in. Ryan replied that students have not officially unenrolled so there are currently not available positions.
- Student Report
 - Whitman shared that when he asked students what issues they were having, the questions were things like if we could get bulk Dipping Dots for Prom. Whitman shared that there was something notable that happened since our last meeting, with one student saying some hateful things. Some students have expressed concerns that they were expected to have an opinion on issues but they were not fully informed of the issue. Cody shared it could be an issue with community justice models in general. Kaci shared the difficulty of navigating the question of how much private information we can share. She noted that teachers had a sense that all students knew what was going on. Kaci asked Whitman how the resolution worked itself out or if there are still complaints. Whitman shared a sense that it was handled sloppily in the moment. He also shared hearing concerns that some things seem to be “swept under the rug.” Taryn shared some of their experience with restorative justice models and how we are working to build our own handbook. Cody and Grace noted the fundamental conflict of the need for more transparency in conflict with confidentiality rules. Kaci shared that with FERPA, it is generally names that can not be shared, but in a small town, we don’t want to reveal student identities. Whitman suggests those who are not clear on the rules should be learning them, so they are able to be as transparent as possible. Taryn shared the benefit of the incident is that students feel safer to come forward and share what they are experiencing.
 - Whitman shared that Prom is happening, maybe Friday, May 9, 8-midnight. Theme is Gothic/Victorian/Ballroom. Kaci shared that the adults in the room can volunteer to chaperone.
- Staff Report

- Staff Rep Changes. Ryan shared that at the next meeting he will step down as Staff Representative and be replaced by Taryn. This also means that he will not be a board member, and that means he will not be the secretary, so if someone can think if they can serve as secretary for a meeting or two, that would be good, as Mindy has expressed interest in serving as Secretary after her leave ends.
 - Taryn shared that they received a kiln and a table-top pottery wheel. If we can get a 220-outlet with the expansion, we could make use of it.
 - Taryn shared that we had a fire drill today and it went well.
- Old Business:
 - Review of employee dishonesty insurance. At our last meeting, we discussed a quote for \$429 annually for coverage of \$100,000. Assuming the amount was not required, and just requested by our auditor, the Board was not excited about pursuing this. However, I reviewed our contract with 3 Rivers, and it does say we must maintain an honesty bond of no less than \$25,000. I confirmed with the insurer that this was the dishonesty insurance. we had shared our requirements from 3 Rivers with insurance and asked for all of them, so I am not sure why we were not provided this initially. According to our insurer, it would cost \$197 to add \$25,000 of Employee Dishonesty coverage. Given this is a requirement, Ryan suggests we have a motion to add this. **Grace motions that we add employee dishonesty coverage. Cody seconds. Motion passes. Unanimous.**
 - Second read and vote on 2025-26 Budget. Ryan re-shared the budget. There were assorted changes from the one he presented last month. He noted that he did share this with Megan Beck, the Accounting Manager for Three Rivers. Megan replied “Great work on the budget” without any notes for changes, so he believes it looks alright. **Cody motions to approve the 2025-26 budget. Grace seconds. Motion passes, unanimous.**
- New Business:
 - Kaci shared a PowerPoint on the Integrated Grants program, detailing the programs we would participate in as part of the grant. KCA is eligible for 3 grants: High School Success (HSS), Student Investment Account (SIA), and Early Indicator and Intervention System (EIS). It is a 2-year cycle and if we receive the funds, it would run through June 2027. The estimated funding total for 2025-26 would be \$54,329.53, and for 2026-27 would total \$56,543.07. The process included community engagement events to evaluate unmet needs, development of a 2-year budget, and ensuring it includes an equity lens. Kaci has already completed this work, with the engagement events happening 3/6, 3/10, and 3/11. What is left is the approval process by the board. Kaci hopes to have engagement activities a few times each year. She noted that the priorities that can be covered include mental health counseling, 1:1 college & career support, and access to advanced coursework. These are the big ideas that can be funded by the grant. If approved by the board today, funding should be released July 1. **Whitman motions that Kaci be authorized as a representative of KCA to submit an application for the Integrated Grants program, to be submitted under TRSD umbrella. Seconded by Cody. Motion passes, unanimous.**
 - 2025-26 Lottery Procedure. Ryan shared that we hold a lottery when demand exceeds the number of available seats. For next year, this will be for junior and senior classes. Our 9th and 10th graders will not need a lottery. Kaci shared it must be public and transparent. We

will use a Number Picker wheel website to determine the order of the website. It should be at 6pm on April 15.

- KCA use of Three Rivers policies policy. In the past, we have mentioned at board meetings that in the absence of our own policy, we will follow Three River policies. I have not found an official policy that we will do that. For example, in the minutes from Monday Oct 30, 2023, it says: "Developing our policy manual. At the moment, staff continue to be focused on day-to-day operations, and so we use Three Rivers policies as our default. But as our own school, we do want to have a KCA-specific policy manual." But this is perhaps unofficial. I do not see a mention that says this has been passed as a policy by the board. **Ryan motion the following: "KCA has a goal of developing our own school policies. If there is a policy we have not created, and Three Rivers School District has a policy that covers a topic, the policy of KCA will be to default to the Three Rivers School District policy." Angie seconded. Motion passes, unanimous.**
- Ryan shared that no one is up for re-election at this annual meeting, but this would be a time when we can add new board members. Taryn shared the importance of maybe having more parents on the Board. Cody suggests recruiting people to come to the next meeting. Grace suggests trying to find a grant writer.
- Planning of Annual Meeting. Ryan asked what should be the agenda for the annual meeting. Grace suggested our growth plans. Cody mentioned facility expansion. Angie suggested sharing how the lottery went. Whitman will gather a few students to speak to their experiences. Terry mentioned sharing about community and culture. Cody mentioned the community connections. Cody also mentioned students sharing their art or doing a skit. Angie mentioned asking parents to speak. Angie will ask 1 or 2 parents. Grace will talk about Board goals. Terry will talk about his experience on the Board. Whitman will bring a policy regarding open campus. Suggestion that each board member bring something to share. Grace will bring baked goods. Cody will bring snacks.
- Whitman asked about the anti-hate speech policy. Kaci noted it will be bundled with the student handbook and voted at a later time. Ryan clarified that Board members would have time to review the full handbook and discuss over a few meetings. Angie shared that the student check-in is one of her favorite parts of the meetings, and she hopes that the students understand. Whitman says he will pass it along.

Meeting adjourned at 6:27pm.

Upcoming Meetings

- Annual Meeting: 4:30pm Monday, April 28, 2025
- June meeting: 4:30pm Monday, June 9, 2025 *
- July meeting: 4:30pm Monday, June 30, 2025 *
- No July meeting
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* = denotes meeting held on a different Monday this month (other than 1st Monday) due to holidays or school schedules.