

Kalmiopsis Community Arts High School
Organizational Board Meeting

August 3, 2026

Board members present: Grace Hughes (chairperson), Mindy King (secretary), Kelly Demuth (treasurer), Taryn Roberson (staff representative), Terry Davis, Sally Clements

Excused Absence: Amanda Selden Dixon

Absent: Lucy Becker (student representative), Drake Peters (student representative)

Teacher Leaders: Ryan Forsythe, Kaci Elder

Visitors: Don Worley, Bookkeeper

Facilitator: Grace Hughes / Minutes: Mindy King

Meeting called to order at 4:40pm.

- Welcome and land acknowledgment.
- Additions to agenda. **Mindy motions to approve the agenda. Grace seconds. Motion passes unanimously.**
- Approval of minutes from June 29th. **Grace motions to approve June 29th minutes. Kelly seconds. Motion passes unanimously.**
- Public comments. No comments received.
- Reports
 - Financial Report
 - Statement of activity for June was shared and reviewed. Ryan noted that our net revenue was negative but that is due to the fact that we do not receive a payment from TRSD in June. Sally inquired about our kitchen renovation, Ryan shared that the purchases have been made and the installation will begin when Melissa returns later this week.
 - Account balances. Ryan reported on our account balances. He shared that our bank account totals as of August 3 included \$125,521.16 in checking and \$79,714.59 in savings for a total of \$205,235.75.
 - Ryan shared our statement of activity for the last fiscal year (July 2025-June 2026) Ryan clarified that our net revenue again shows negative but that is in large part due to a having received CSP grant funds the prior fiscal year which does not show on this year's income but the things purchased do show in this year's expenditures.
 - Ryan shared our report on our interim audit. We had four comments, three best practice and one exit comment which are the two least serious comment classifications. Ryan shared what those comments were and some solutions were discussed (different reports Don can run to help us get a better understanding for our oversight of the finances, more questions, etc). Ryan also shared that our

final audit has now started, there are ONLY 24 questions on the audit list. As a reminder, there is a questionnaire in our emails that we need to fill out.

- Ryan shared a request that we reaffirm our policy regarding division of hiring hierarchy of Board hiring TL and TL hiring all other staff positions. **Mindy motioned to reaffirm that the board hires TLs and the TLs hire and evaluate all other staff positions and that Ryan is imbued with the power to sign those staff contracts. Grace seconded the motion. Motion passes unanimously.**
- TRSD/ODE/Dept of Ed Reports
 - Kaci shared that our TRSD report is light but there are a couple items regarding Vector training and keeping on top of TSPC license renewals..
 - ODE updates: Performance Growth Targets are due 8/31. Kaci reviewed how our SIA and HSS grant money has increased. Kaci shared an Instructional Time Restoration Plan she had to put together in July in which she clarified that the only instructional time we lost was due to Snow Days. We are going to figure out a new way to track Snow Days, Sally inquired if we follow TRSD cancellations, which Kaci confirmed. Discussion was also had about tracking lock down days and whether they also factor into lost instructional time (although since it requires all students to stay in the building we didn't feel it did factor in that way but would still like to track)..
 - Federal Department of Education: Kaci shared that she has a final report for the CSP grant and we will be applying for an extension for the last of the funds that we have not spent yet. Kaci has a meeting 8/13 for Title 1 to see how our budget has changed.
- Academics Report:
 - Kaci shared our course guide is still going to be some work but the draft will be done 8/10.
 - We are hosting the SAT 8/22 with three students signed up.
 - Orientation is Thursday 8/27 and will be a good chance for the board to introduce themselves to the families. Please help the teachers not feel overwhelmed by doing orientation last minute. Mindy will add to August 17th agenda
- Community and Culture
 - Enrollment update: As of August 3, we have 53 students on our roster, most of whom have confirmed that they are going to accept the slot offered to them. There are also two students on the waitlist, both for 12th grade. Last, there are two students who plan to enroll but filled out the wrong form; Kayla will add their names to the roster upon receipt of the correct enrollment form. And we are still waiting on re-enrollment from one last 2025-2026 student. Some discussion was had about how to handle the waitlist seniors. **Mindy motions to change our policy from waitlist students being notified of a space from a week before to allow waitlist students notification four weeks before school starts. Grace seconds. Motion passes unanimously.**
 - Kaci shared that the Moth-a-Thon at Rusk Ranch was a great success and a lot of our kids ended up getting involved. Rusk Ranch has a Zombie Run fundraiser planned.

- Staff Report:
 - Summer vacay is over, back in the school, happy to be here
 - Ryan graduated with his Master's last month!!
 - Taryn completed their Restorative Justice Training
- Student Report:
 - No students here to report.
- Fundraising Report:
 - Sally turned in a little bit of money from the Folk Fair.
- Old Business
 - We discussed the adhoc committee for a contractor/hold harmless policy. Kelly, Sally, Ryan and Mindy will meet at 2 on Aug 13th.
 - Labor Day Fundraiser/Float - Our smash the car idea is a great one but is going to require special event insurance. Mindy will do some informational digging and share what she learns at the executive session. In terms of a float, no one feels like we have energy to build a float. Mindy will reach out to Drake and see if he feels like rallying a student body. Otherwise we felt we could represent with a costume walk.
 - Ryan shared the Cyber Incident Response Plan for our second reading.. **Mindy motions to approve the Cyber Incident Response Plan. Grace seconded. Motion passes unanimously.**
 - Ryan shared the 2nd reading of the Community Teacher Sick Leave Policy Change. Sally inquired about the rollover, Ryan clarified that PT gets cashed out at the end of the year/end of employment but sick time does not. **Mindy motions to approve the Community Teacher Sick Leave Policy Change. Kelly seconds. Motion passes unanimously**
- New Business
 - Kaci shared the ICE Response policy, these have been created in regards to a couple law changes. One that adds immigrant students to the protected status list and one that requires schools to have a notification policy in place to let families know when ICE is on campus. Kaci hasn't had a lot of input from ODE but found a good example from Portland Public Schools. She provided copies to be read through before the next regular meeting.

Meeting adjourned at 6:31pm.

Upcoming Meetings

- Ad Hoc Committee meeting: Thursday August 13 2026 at
- Special Session (TL Review Process) August 17, 2026 at 4:30
- September meeting: Tuesday, Sep 1, 2026 at 4:30