

ALLIANCE CHARTER ACADEMY
GOVERNING BOARD MEETING
October 9, 2024
(Approved November 13, 2024)

A. CALL TO ORDER

- a. The Governing Board of Alliance Charter Academy met in Regular Session on October 9, 2024 at 6:00pm via Google Meet
- b. Present from the Board were Tara McLaughlin , Sarah Reck-Secunda , Robert Bruders , Lindsey Skones, Darla Hall, Lauree Ortman, and Ann Heppner
- c. Also present were Shelly Smith, Shallon Smith, Meg Snyder, Emilie Mallory, Lindsay Coombes, Margaret Hespender, Olivia Gordon, David Toth, Jana and Drew Holland, Kate Hansen, Karen Cordell, Torey Michaelson-Leclair, William Flemming, Laurie Phelan, Renee Banks, Nhia Yang, Jennifer G, Carly Carruthers
- d. Tara called the meeting to order at 6:01pm.

B. CONSENT AGENDA

- a. Vote to approve
 - i. Previous Meeting Notes
 1. September 11, 2024
 2. September 25, 2024 - Work Session
 3. September 25, 2024 - Executive Session
 - ii. Today's Agenda
- b. Tara moved to approve the consent agenda; Lauree seconded; all ayes; motion passed.

C. RECOGNITION/APPRECIATION

- a. Shelly appreciates the adults in the building who are making connections with her. She welcomes any input, good news, suggestions, and comments. Her door is always open.
- b. Darla appreciates Rosemary and all her work to get the Literacy Grant and the resources it provides families. All the specialists are very helpful!
- c. Lauree gave a shout out to all those who participate in getting clubs up and running! It is a great addition to our community.
- d. Tara thanked the Finance Committee for coming together for a new year!

D. EXECUTIVE DIRECTOR UPDATE

- a. Shelly Smith - [Slides](#)
 - i. Enrollment sits at 419 - cap is 425 but ES cap is 420
 - ii. Enrollment Meeting on October 8, 2024 - 13 new applications turned in
 - iii. Director Goals

1. Raising the percentage of staff who rate their understanding of the mission and vision of ACA as 4 or 5 by 50%
 2. Increase family engagement in volunteer hours by 50%
 3. Achieve a balanced budget for the current school year, while maintaining or improving the quality of educational programs. (Fiscal year 23-24 ended negative \$274,204)
- iv. Good News!
 1. Student Clubs - Thanks to Meg for organizing and parent volunteers! There are 18 clubs and something for everyone!
 - v. Committees are off and running!
 - vi. Sponsor Relations - Dr. Spitzer made a visit to ACA on October 3, 2024 and the conversation included enrollment, integration of 130 new students, impressive music classes/programs and extensive club options, and kitchen issues and concerns (electric company showed up today!)
 - vii. ODE Visit on October 30th - Christen Kelly (Charter Schools Specialist) and Emily Griffith (Charter Schools Administrative Assistant) - site visit to see our amazing school in action
- b. Guest Speaker - David Toth
 - i. SBAC 23-24 Results - Biggest metric that OCS D uses to measure ACA's academic success
 - ii. Four levels of performance (Level 1-4), working towards Levels 3-4
 - iii. Analysis of scores 11th, 8th, 7th, 6th, 5th, 4th. 3rd
 1. 5th grade and 3rd grade have action plans for improvement
 - a. Action Plan - Target weak content areas with emphasis on application, better testing schedule, continue SBAC platform understanding, increase participation numbers
 - iv. Board questions - How are students identified as needing additional support (in math, specifically) and how do they receive this support? How will we encourage ACA families in order to increase our testing participation numbers?

E. FINANCIAL UPDATE

- a. Nhia Yang - [Slides](#)
- b. Current P&L as a % of Budget
- c. PERS Employer Contribution structure - Further explanation/clarification
 - i. On July 1, 2025, ACA's rate will be increased to 25.25%
- d. Materials & Supplies vs. Teaching Tools
 - i. Polling teachers for their teaching tool needs, so we can accommodate it within this year's budget. In January 2025, we'll poll again to create a budget for FY 25-26.
 - ii. Audit of Music Department Funds

1. Goal is to parse out which expenses should get charged to which fund, to ensure the Music Dept gets the full benefits of their fundraising efforts. This will ensure accurate budgets, ending balances, and carry over balances going forward.
- e. Capital Investments of Importance - Updates
 - i. Basic Oven Ranges (3) & Floor Standing Printers/Copiers - Quotes obtained

F. COMMITTEE REPORTS

- a. Robert Bruders - Finance Committee meeting was held on October 8, 2024
 - i. Meeting schedule was set and the budget timeline was discussed - Tentative budget should be presented to the district in May and the Final budget in July (aiming for June)

G. OLD BUSINESS

- a. Sick Policy GCBDD/GDBDD revision
 - i. Tara moved to accept the changes to the GCBDD/GDBDD Sick Policy; Sarah seconded; all ayes with one abstention; motion passed.
- b. Addendum to allow members to act as substitute teachers
 - i. Resolution 20241009-001 and revision of Resolution 050924-1
 1. Pushed to Work Session to ensure accurate language
- c. Policy GBC-AR - Staff Ethics
 - i. Tara motioned to adopt the policy into ACA's policy library; Sarah seconded; all ayes with one abstention; motion passed.
- d. Printer/Oven Purchase - Resolution 20241009-002
 - i. Tara moved to accept Resolution 20241009-002, a Capital Purchase of 3 ovens and 1 floor printer; Robert seconded; all ayes; motion passed.
- e. Budget Revision
 - i. Discussion of Updated Budget and Resolution 20241009-003
 - ii. Tara motioned to accept Resolution 20241009-003 for budget modifications; Robert seconded; all ayes with one abstention; motion passed.

H. NEW BUSINESS

- a. Staff-Board representative/liaison
 - i. The Board is looking for voices from the staff to bring ideas and perspectives as a non-voting Board position
 - ii. Board ideas and discussion
 1. Idea presented to include 2-3 people, perhaps by grade level
 2. Discussion of concerns and possible parameters
 3. The Board will seek legal advice and then effectively build around the parameters discussed

- iii. Tara moved to push the decision to our work session so legal can be consulted
- b. Evaluation of staff [GCN](#) revision
 - i. Tara moved to pass the revisions to Policy GCN; Sarah seconded; all ayes; motion passed.
- c. Animals in the building
 - i. OSBA policy templates - [ING](#) and [ING-AR](#)
 - ii. OCSD policy [ING](#) and [ING-AR](#)
 - iii. Policy committee will make modifications to personalize policy to ACA and will be brought to the Work Session for approval
- d. KL Complaint received October 3, 2024 regarding the legality of ACA lacking a school counselor
 - i. Documents and legal guidance reviewed/consulted by Board members
 - ii. Board comments and discussion
 - iii. Tara moved to affirm and follow the Executive Director's decision to close this complaint; Lauree seconded; all ayes; motion passed.

I. BOARD RESOURCES AND EDUCATION

- a. November conferences are on the calendar for all available Board members

J. ACTION ITEMS

- a. Vote on GCBDD/GDBDD revision - Tara moved to accept the changes to the GCBDD/GDBDD Sick Policy; Sarah seconded; all ayes with one abstention; motion passed.

	Aye	Nay	Abstained	Absent
Tara	X			
Sarah	X			
Robert	X			
Lindsey	X			
Darla			X	
Lauree	X			
Ann	X			

- b. Vote to adopt GBC-AR; Tara motioned to adopt the policy into ACA's policy library; Sarah seconded; all ayes with one abstention; motion passed.

	Aye	Nay	Abstained	Absent
Tara	X			
Sarah	X			
Robert	X			
Lindsey	X			
Darla			X	
Lauree	X			
Ann	X			

- c. Vote on Printer/Oven Purchase Resolution; Tara moved to accept Resolution 20241009-002; Robert seconded; all ayes; motion passed.

	Aye	Nay	Abstained	Absent
Tara	X			
Sarah	X			
Robert	X			
Lindsey	X			
Darla	X			
Lauree	X			
Ann	X			

- d. Vote on Budget Amendment - Tara motioned to accept Resolution 20241009-003 for budget modifications; Robert seconded; all ayes with one abstention; motion passed.

	Aye	Nay	Abstained	Absent
Tara	X			
Sarah	X			
Robert	X			

Lindsey	X			
Darla			X	
Lauree	X			
Ann	X			

- e. Vote on GCN revision - Tara moved to pass the revisions to Policy GCN; Sarah seconded; all ayes; motion passed.

	Aye	Nay	Abstained	Absent
Tara	X			
Sarah	X			
Robert	X			
Lindsey	X			
Darla	X			
Lauree	X			
Ann	X			

- f. KL Complaint review and decision; Tara moved to affirm and follow the Executive Director's decision to close this complaint; Lauree seconded; all ayes; motion passed.

	Aye	Nay	Abstained	Absent
Tara	X			
Sarah	X			
Robert	X			
Lindsey	X			
Darla	X			
Lauree	X			
Ann	X			

K. ADJOURNMENT

- a. Meeting was adjourned at 8:37pm by Tara

L. NEXT MEETING

- a. October 23, 2024 at 6:00pm
- b. [24-25 Meeting Schedule Link](#)

Respectfully submitted,
Lindsey Skones, Board Secretary