

ALLIANCE CHARTER ACADEMY
GOVERNING BOARD MEETING
December 18, 2024
(Approved January 8, 2025)

A. CALL TO ORDER

- a. The Governing Board of Alliance Charter Academy met in Work Session on December 18, 2024 at 6:00pm via Google Meet
- b. Present from the Board were Tara McLaughlin , Robert Bruders , Lindsey Skones, Darla Hall, Lauree Ortman, Ann Heppner
- c. Absent from the Board was Sarah Reck-Secunda
- d. Also present were Shelly Smith, Renee Elting, Kate Hansen
- e. Tara called the meeting to order at 6:00pm.

B. OLD BUSINESS

- a. Executive Director Search Timeline
 - i. Shelly is willing to stay until we find the right person for the Executive Director position.
 1. Lindsey suggested that we post as an open until filled position, reviewing applications as submitted, interviewing only the candidates that seem to be a fit for the position
 2. The Board discussed options for the timeline and what processes to implement for the screening process
 3. Tara suggested an ED Hiring Committee, consisting of Board members, Renee Elting (HR), and Shelly Smith (current ED) to initially screen the applicants and then pass along those who meets the criteria to the interview committee
 - a. Lindsey, Lauree, Darla will be a part of the Hiring Committee with Shelly and Renee and will initially screen all applicants as they are submitted.
 - b. The screening committee from 24-25 will be asked to return to screen/interview applicants that are moved forward by the hiring committee.
 - c. The vacancy will be declared after the January meeting and will be shared on social media and the Director's Update.
 - ii. Community Engagement Surveys
 1. Surveys will be available from 12/20/2024-1/20/2025 and the results will be discussed at the 1/29/25 Board meeting and February Board retreat
 - ii. Community Engagement Survey
 1. For students, parents, family members, community members. The Board reviewed questions and made recommendations
 - iii. Staff Engagement Survey

- 1. Only for ACA staff. The Board reviewed questions and made recommendations
- iv. Strategic Planning Survey
 - 1. This survey is for anyone who would like to participate in our upcoming strategic planning. It is written at a higher level and will take time to process and complete. We don't expect everyone to participate. The Board reviewed questions and made recommendations
- v. The surveys will be sent with specific messaging, to ensure that our community prioritizes the CE Survey (needed for grants)
- c. Audit Update
 - i. Our completed audit will be delayed. Our auditing firm was not able to meet our charter deadline. All documents requested are being delivered in a timely manner, the delay is not due to anything on our end.
 - ii. When we miss our audit due date, OCSD will withhold funding until it is complete (as per our charter agreement). We will likely have to come together as a Board to release funds from the contingency to cover the costs until the audit is complete and the funds come in. The meeting will be scheduled when we know the total funding request required.

C. BOARD RESOURCE AND EDUCATION

- a. Board education resource
 - i. Chapter 5 - Board Roles in Strategic Planning - The Board discussed 1-3 items that we each learned, discovered, or have more questions about

D. ACTION ITEMS

- a. Tara motioned to approve and share out the three surveys discussed; Robert seconded; all ayes; motion passed.

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

E. ADJOURNMENT

- a. Meeting was adjourned at 7:29pm by Tara

F. NEXT MEETING

- a. Regular Session - January 8, 2025 at 6:00pm
- b. [24-25 Meeting Schedule Link](#)

Respectfully submitted,
Lindsey Skones, Board Secretary