

Kalmiopsis Community Arts High School Board Meeting
Meeting minutes 6/27/22
Over Zoom
6pm-7:30pm

Board Members In Attendance: Ryan Forsythe, Melissa DeNardo, Kaci Elder

Absent: Sara Kinstler, Kimiko Maglio

Facilitator: Melissa // Minutes: Ryan

Minutes:

- Meeting called to order at 6:08pm.
- Welcome and land acknowledgment
- Additions to agenda
 - Kaci would like to talk about adding tabs to website
- Approval of minutes from June 7 board meeting. Minutes not available yet for approval. Kaci moves to approve with caveat that we post to website once approved. Melissa seconds. Approved. Unanimous.
- Public comment: please limit your comments to 2 minutes. If you cannot attend, send written comments in advance to KalmiopsisCommunityArts@gmail.com.
- Board resignation from Sara. Sara Kinstler submitted a letter of resignation as of June 26. Melissa read the letter. Ryan moved that we accept the resignation. Kaci seconded. Accepted. We also note/acknowledge the work Sara did to help get KCA off the ground. Thank you, Sara.
- Tab additions to KCA website (Kaci). Kaci shared screen of the KCA website, which shares an orientation to who co-creators are. But does not share staff information/positions as well as more of the story of the school. Ryan doesn't want to see too many top level tabs. Perhaps co-creator info can be a link off a "who we are" tab. Could say "read below to learn more about us as people and our story." Melissa moves to make tab additions. Ryan seconds. Approved unanimously.
- Financial Report (Kaci/Ryan)
 - Expenses, Income, account balances (Kaci). No changes from previous month. Soon we will receive grant to pay for conference costs.
 - 501c(3) updates (Ryan). This past week we received a letter from the IRS, dated May 27, 2022, indicating that our request for reinstatement was reviewed and approved, effective Nov 15, 2021. That's the date it was revoked, so effectively

there is no lapse in our 501c3 status. Our fiscal year ends at the end of this month, so we should begin our annual filing of 990 forms in July.

- Committees Report - Committee meeting minutes and charter revisions
 - Community and Culture (Kaci). We received 53 survey responses and 16 have children in 9-12th grades (25.8% of respondents) and 13 (21%) have children in 6-8 grades. Will not show if someone has multiple kids in same grade band, so may actually be more children. Kaci will start going to farmer's market this Friday to encourage people to take survey and complete intent to enroll forms. We don't have a current flyer, so if someone else wants to create one, that could be helpful, but Kaci will be there with a banner. We are getting an MOU with Dome School. Daniel Dalegowski drafted and Kaci, Melissa, Amber Griffin, and Daniel are adding to a brainstorm document through the end of this month. Kaci will reach out to Deb Lukas about MOU with Spiral Living Center.
 - Governance & Compliance (Kimiko). Kimiko has excused absence.
 - Location (Melissa). Nothing updated just yet. Melissa did have a conversation with Joy McEwen about MOU with Diggin Livin, regarding beekeeping and apitherapy (not regarding store as they are in process of selling). Kaci suggests with MOUs, adding contact information to the proposal to people we are in conversation with.
 - Fiscal Management (Ryan). Ryan has contacted Kate Dwyer with Four Way Community Foundation to update her regarding our IRS requirements. He also updated Lindsey Jones at IVCDO, as we will be working to end our temporary fiscal sponsorship. Thanks to IVCDO for their support during this time. He is in communication with Kenny Houck about budget revisions. He is hoping to meet with him later this week, to help us convert from the 2-year budget we submitted to 3 Rivers, to a 3-year budget.

- Policies

- Bylaw amendments second reading. Changes are outlined below:

- **Section 3.3 Number**

- The number of Board members (or trustees or directors) constituting the entire Board shall not be fewer than four and not more than thirteen. Once the school has opened, the number shall not be fewer than seven, including two (2) enrolled student representatives, who shall be elected by the student body, ~~and one (1) ex officio member of the executive Teacher Leaders will serve as a non-voting advisor.~~

- **Section 3.4 Term**

- All non-student Board members shall hold office for a maximum of three (3) consecutive terms, ~~excluding any ex-officio tenure.~~

- **Section 5.1 Regular Meetings**

A regular meeting of the Board will be held ~~quarterly~~ monthly unless a different frequency is fixed by the Board and stated in the notice of the meeting. The board may fix the place at which meetings are held, provided they are within the geographic boundaries of the district.

■ ~~Section 5.7~~ **Action without Meeting**

- ~~Any action required or permitted to be taken by the Board may be taken without a meeting, as per ORS 65.211, and without prior notice if a written consent, setting forth the action so taken, is signed by each of the Board members. Such action by written consent shall have the same force and effect as a unanimous vote of the Board. The action shall be described in the minutes of the next regularly scheduled Board meeting.~~

■ Change Numbers

Section ~~5.8~~ **5.7** Notice

Section ~~5.9~~ **5.8** Public Meeting Law

Section ~~5.10~~ **5.9** Quorum

(etc.)

■ **Section 7.2 Delegation of Authority**

The Board shall have the power to delegate to the ~~Leadership Circle~~ **Teacher Leaders** such executive power and authority as the Board may deem necessary to facilitate the handling and management of KCA property and interests. The Leadership Circle Teacher Leaders shall be responsible for implementing Board policy and procedure and maintaining records for KCA.

Melissa moves to approve the changes to the Bylaws. Kaci seconds.

Approved unanimously.

- Additional question: should we change Bylaws to include more specifics on organizational duties? For example, more narrative or a list to provide more clarity on specific duties. It seems one of main questions Kristen Miles had regarding potential Bylaws changes was regarding the power to hire and fire. Kaci will seek more clarification from Kristen before we make any more changes to Bylaws.

- National Charter Schools Conference report-back. Thanks to Ford Family Foundation, Kaci and Ryan were able to attend the national conference for charter schools this past week. Very educational and we made a lot of connections, both at sessions and at the exhibitor/vendor hall. We left with a lot of information, a lot of business cards, and a lot of ideas and inspiration for how we can apply what we learned to our own situation. Kaci sent a PDF with “Top Takeaways” from the conference. Now attached to these minutes (scroll down). On behalf of the board, Melissa thanks Kaci and Ryan for the time and attention given to the conference, for making it happen on short notice, and bringing some good information and connections home to KCA.
- Re-submission progress and planning.
 - August 15 deadline: who will do what? Kaci shared her screen with a link to a file she created, a task list for the resubmission. She listed the person she thinks makes sense to handle each task, but if anyone disagrees, feel free to change.
 - Kristen Miles requests a separate attachment for each item, though some small changes impact multiple sections of our proposal. There is a domino effect. Kaci can talk to her more to understand how best to present the information, but we’re not supposed to make changes and then resubmit the entire thing--she just wants to see what changed. So it will be messy. Thanks to Kaci for creating this document and keeping things organized.
 - Ryan requests we change the submission deadline. The Resubmission task list indicates August 15 deadline and yes that is the ultimate submission deadline, but Ryan needs everything earlier so he can do final formatting. Kaci notes she had a different column for earlier deadlines (“Final draft deadline”). Kaci also requests that we have a deadline for people to give away things they have committed to doing, so that someone else has time to take it on. We understand that life can be crazy, particularly for people with children, but it would be good for board members to have time to handle the work if someone needs to hand off any responsibilities. Ryan requests a final deadline of August 1, if possible, for all areas. But an earlier “rough draft” deadline can be good, so that we have time to review each other’s work and make sure it’s all cohesive. Do we want to have a work party? Kaci suggests after we understand transportation options, we should meet in the same room to work out bell schedules, etc.
- Meeting adjourned at 7:28pm.

Next Meeting: July 25, 2022, 6-8pm, Location TBD

National Charter Schools Conference 2022 Report-back

Washington, DC - June 19-22, 2022

Top Takeaways

- Charter School Programs (CSP) grants: we have been looking in the *right* place. The grant cycle has remained closed because they are revising regulations, but when grants become available again, the federal government has "a pile of money for start-up charters that they're sitting on," says Jim Griffin, who works with Brooke Quisenberry at Momentum Strategy & Research Associates in Denver. They facilitated the "Rural Charter Schools" homeroom all three days. Barbara Hunter Cox, who oversees all charter and rural schools in Arkansas, predicted the next grant cycle will open by October 1.
- Estimated 900-1,100 rural charter schools, but no "Rural Charter Schools Network." Jim and Brooke might be the closest thing. They collected emails and will contact folks.
- Volunteer to be a peer reviewer of federal grants (about 40 hours of work, paid) to get a sense of what they're looking for
- 10-20% of the budget dedicated to facilities is typical (not including operation costs)
- Small schools don't have 'economies of scale,' but banding together with other local charter schools is an idea, with all schools sharing the cost.
- We can also outsource the things we know least about: unemployment insurance, health benefits, etc. as part of "comprehensive service delivery."
- If we build, inflation is affecting all costs, so don't expect construction costs to decrease anytime soon
- Looking for locations: is the building zoned for education? If not, what is the process/timeline for re-zoning or receiving an exception?
- Useful people: other charter schools, land-use attorneys, experienced consultants, architects, engineers, construction contractors
- Not all states require charters to provide transportation (Oregon requires it). One person we met used a group of vans to pick up students, and teachers rotated pick-up duty
- State Attorney Generals have lists of private foundations, contact those who are geographically the closest to request funding

- Kaci & Ryan, June 27, 2022