

**Central Oaks Academy Governance Board MINUTES**  
**AGENDA \*\*REVISED**

Thursday, September 2, 2021

1:00 pm

Location: 510 Peach St, Wisconsin Rapids, WI 54494  
Conference Room C

1. Public Comment

There was no public comment.

2. Approval of August 5, 2021 minutes

Motion made by Karin Brier and seconded by Crystal Sadler to approve the August 5, 2021 minutes. Motion unanimously approved.

3. District Update- Craig Broeren, Superintendent \*\*

Craig Broeren attended the meeting to discuss email correspondence, governance board communication, agenda creation and dissemination, staff evaluation, staffing, and details regarding closed session.

4. Principal Report- Jen Wilhorn

The Central Oaks Open House will be held on Thursday, September 2 from 2-5pm and Friday, Sep 3, 2021 from 9am-1pm.

Our current enrollment is 183 students with additional students still enrolling yet this week.

The Central Oaks staff is creating their professional development plan and will share the academic goals with the governance board on September 22, 2021.

5. Action Items \*\*

a. School Handbook Revision

Motion made by Karin Brier and seconded by Jennifer Wilhorn to approve the proposed wording changes regarding attendance in the Central Oaks Academy Handbook. Motion unanimously approved.

CURRENT WORDING

Attendance:

Attendance will be considered in the following ways:

a. Completion and documentation of work through identified curricula

- b. Attendance and participation in online courses
- c. Attendance in monthly check-ins and conferences

In addition to the methods identified above, parents will be expected to document attendance on the weekly Lesson Plan for students who are using textbook/book work curriculum. Attendance is taken automatically in online learning programs.

Students who are failing to meet the attendance expectations (see above) of Central Oaks Academy will be issued a warning letter and if attendance does not improve, may be dismissed from Central Oaks Academy and the student will be required to return to their home school of attendance.

**PROPOSED WORDING:**

Attendance;

Attendance will be considered in the following ways:

- a. Completion and documentation of work through identified curricula
- b. Attendance and participation in online courses
- c. Attendance in monthly check-ins and conferences

In addition to the methods identified above, parents will be expected to document attendance for each student by completing an online attendance form that will be emailed to families by the Central Oaks Academy office each week. Attendance is to be documented and submitted by noon every Monday for the previous week's attendance, and it will be entered into Skyward accordingly. Failure to do so will result in unexcused absences for the week. Additionally, attendance is tracked automatically in online learning programs and will also be accessed to determine attendance.

Students who are failing to meet the attendance expectations (see above) of Central Oaks Academy will be issued a warning letter and if attendance does not improve, may be dismissed from Central Oaks Academy and the student will be required to return to their home school of attendance.

- b. Strategic financial, operational, and academic goals for the year Central Oaks Academy Governance Board will hold a meeting on September 22, 2021 at 9am in Conference Room C to set the goals for the 2021-2022 school year.

- c. 2021-2022 Budget

Motion made by Jennifer Wilhorn and seconded by Karin Brier to approve the 2021-2022 budget as provided by Wisconsin Rapids Public Schools.

Motion approved unanimously.

d. New Staff

Motion made by Karin Brier and seconded by Crystal Sadler to approve Meghan McCabe as a .2 FTE teacher and to increase Amanda Dusso's current WRPS contract to .6 FTE (.25 Central Oaks) reading interventionist. Motion approved unanimously.

6. Future Agenda Items

No future agenda items were identified.

7. Motion to Adjourn

Motion made by Karin Brier and seconded by Jennifer Wilhorn to adjourn at 1:50pm. Motion approved unanimously.

The next meeting of Central Oaks Academy Charter School Governance Board will be on September, September 22 at 9am in Conference Room C.

