

Central Oaks Academy Governance Board

MINUTES

Thursday, December 2, 2021

2:00 pm

Join Zoom Meeting

[Zoom Link](#)

Join by Phone: +1 253-215-8782

Passcode: 71852037

In Attendance: Karin Brier, Crystal Sadler, Jennifer Wilhorn, and Craig Broeren

Meeting called to order at 2:10 due to technical difficulties.

1. Public Comment - no public present
2. Action Items
 - a. Approval of November 4, 2021 minutes - Motion made by Karin Brier and seconded by Jen Wilhorn to approve the November 4, 2021 minutes with changes to Item #5 to include information about COVID and number of student Opt-Out. Motion unanimously approved.
 - b. Enrollment cap discussion/vote
 - Craig Broeren shared information about enrollment caps and special education. Those caps will be set in January of 2022.
 - Enrollment cap of 1 staff per 40 students with attempting to hire additional staff if there are more applicants. If necessary the lottery system for students will be enacted. This information will be provided to the WRPS Board of Education on December 13, 2021.
 - Motion made by Karin Brier to have an enrollment cap of 40 students per full-time LEG with the attempt to hire an additional LEG based on enrollment numbers and seconded by Crystal Sadler. Motion unanimously approved.
3. November Budget Report- Crystal Sadler
 - a. Crystal provided the budget report and there were questions about several of the account codes and what they are used for. Crystal will follow-up with Rene Marzofska.

4. Principal Report- Jen Wilhorn
 - a. 2020-2021 School report card - Jen Wilhorn presented the report and provided an overview of the Overall Score and the priority weight areas and those scores.

5. Future Agenda Items
 - a. Review board by-laws and policies
 - b. Special Education Enrollment Caps for 2022-2023
 - c. Update on PAC - February meeting
 - d. Update on Enrollment Cap/Staffing - February meeting

6. Motion to Adjourn
 - a. Motion made by Karin Brier and seconded by Jen Wilhorn to adjourn the meeting. Motion unanimously approved. Meeting adjourned at 2:45pm.

The next meeting of Central Oaks Academy Charter School Governance Board will be on Thursday, January 6, 2022 at 2:00 pm.