

## Central Oaks Academy Governance Board

### \*MINUTES\*

Thursday, January 6, 2022

2:00 pm

Join Zoom Meeting

[Zoom Link](#)

Join by Phone: +1 346-248-7799

Passcode: 69017875

In Attendance: Karin Brier, Crystal Sadler, Jennifer Wilhorn

Meeting called to order at 2:01.

1. Public Comment - no public present
2. Discussion/Action Items
  - a. Approval of December 2, 2021 minutes - Motion made by Karin Brier and seconded by Crystal Sadler to approve the December 2, 2021 minutes. Motion unanimously approved.
  - b. Review board by-laws and policies, change if needed - There are no changes required at this time.
3. December Budget Report- Crystal Sadler - There were no questions about the December Budget Report.
4. Principal Report- Jen Wilhorn
  - a. Update on special education caps - the information below is from the Educational Services Committee meeting from January 3, 2022.  
*Special education open enrollment space limitations were determined as follows.*
    1. *Current students for the 2021-2022 school year were delineated by program and school level (elementary, middle, high school).*
    2. *Current number of sections were determined. Sections often corresponded to teachers.*
    3. *Maximum section numbers were determined based on the prescribed Statewide Caseload Number Chart from DPI.*
    4. *Capacity was calculated by multiplying "Sections" by "Max per Section."*
    5. *Each student was assigned a factor based on the level of services provided to them.*
    6. *Projected totals for 2022-2023 were estimated by adding the student factor for each program. Additionally, an increase in enrollment for each*

*program based on transfers into the district and current initial referrals were accounted for. The projection for possible transfer students was set at 10%. The projection for possible new placements was set at 50% of prior year's referrals for those grade levels in which there is space.*

*7. Spaces available were determined by subtracting "Capacity" minus the "Projected Total." The administration recommends that the Board of Education not designate any space limitations for regular education open enrollment students for the 2022-2023 school year with exception for Central Oaks Academy enrollment caps that were approved at the December 2021 meeting. However, the administration recommends that the Board of Education designate space available in special education programming as indicated in the "Projected Space Available" column set out in Attachment A.*

5. Future Agenda Items

- a. Update on January PAC meeting
- b. Update on enrollment cap and staffing

6. Motion to Adjourn

- a. Motion made by Jennifer Wilhorn and seconded by Karin Brie to adjourn the meeting. Motion unanimously approved. Meeting adjourned at 2:14pm.

The next meeting of Central Oaks Academy Charter School Governance Board will be on Thursday, February 3, 2022 at 2:00 pm.