

Central Oaks Academy Governance Board

MINUTES

Monday, August 15, 2022

2:00 pm

Join Zoom Meeting

[Zoom Link](#)

Join by Phone: +1 669-444-9171

Passcode: 449847

Meeting called to order at 2:01pm by Karin Brier

In Attendance: Karin Brier, Crystal Sadler, Jen Wilhorn

1. Public Comment - No Public Comment

2. Discussion/Action Items

a. Approval of June 2, 2022 minutes - Karin Brier motioned to approve the minutes and Crystal Sadler seconded. Motion passed unanimously with the additional wording added to Item 2b.

b. Vote on officers - Karin Brier motioned to continue officer positions as they were in 2021-2022. Jen Wilhorn seconded and motion passed unanimously.

President - Karin Brier

Treasurer - Crystal Sadler

Secretary - Jennifer Wilhorn

c. Staff Professional Development Reflection (2021-22) - Jen Wilhorn shared the Central Oaks Professional Development Plan for 2021-2022 school year. The staff reflected on the plan at the end of the school year and documented progress towards their goals. This plan will help us guide the staff in the creation of the 2022-2023 Professional Development Plan.

3. June and July Budget Report- Crystal Sadler

a. The change in account numbers was discussed by the group and Jen Wilhorn explained that the staff changes in the business office resulted in less account numbers being used. Crystal will follow up with the business office for further information and bring it to the September meeting.

4. Principal Report- Jen Wilhorn

- a. Jen Wilhorn reported that the beginning of school year preparations are underway and staff is excited to get started. All classrooms are ready for staff and student use.
- b. The enrollment of Central Oaks Academy is 123 students and additional applications have been coming in this week.
- c. Ashley Haferman, Central Oaks Secretary, has resigned for a position outside of the district and plans are in place for her replacement and training. Approval of Emily Jardine will take place at the September Governance Board meeting.
- d. Staff List
 - Amanda Akkerman - Lead Teacher/LEG
 - Megan Onesti - LEG
 - Crystal Walters - LEG
 - Laura Scheunemann - LEG
 - Amy Korslin - Special Education Teacher
 - Meghan McCabe - .2 FTE
 - Cyndee Lewis - .4 FTE
 - Joan Hartman - Tutor
 - Rachel Teeselink - Library Aide

5. Future Agenda Items

- a. Review/Update board handbook (September)
- b. Approval of Central Oaks Secretary position (September)
- c. Central Oaks Professional Development Plan 2022-2023 (October)

6. Motion to Adjourn - Karin Brier motioned to adjourn and Jen Wilhorn seconded. Motion passed unanimously. Meeting adjourned at 2:21pm.

***Starting September 2022, Governance Board meetings will be the second Thursday of each month**

The next meeting of Central Oaks Academy Charter School Governance Board will be on Thursday, September 8, 2022 at 2:00 pm.