

## Central Oaks Academy Governance Board

### \*MINUTES\*

Thursday, September 8, 2022

2:00 pm

Join Zoom Meeting

[Zoom Link](#)

Join by Phone: +1 646-931-3860

Passcode: 142721

#### 1. Public Comment - No Public

- a. Approval of August 15, 2022 minutes - Karin Brier motioned to approve the minutes and Crystal Sadler seconded. Motion passed unanimously

#### 2. Discussion/Action Items

- a. Approval of August 15, 2022 minutes - Approval of August 15, 2022 minutes - Karin Brier motioned to approve the minutes and Crystal Sadler seconded. Motion passed unanimously
- b. Review/Update board handbook - We discussed updating the Central Oaks Academy Account Codes sheet to reflect current used account codes. The board handbook will be complete and does not need any changes.
- c. Approve new staff hire, school secretary, Emily Jardine - Emily participated in training with Ashley Haferman and various departments at Central Office. Jen Wilhorn motioned to approve Emily Jardine in the role of school secretary for Central Oaks Academy. Crystal Sadler seconded the motion and it was approved unanimously.

#### 3. August Budget Report- Crystal Sadler

- a. Crystal will be meeting with Elizabeth Morrison to learn more about the new account codes and ask clarifying questions about the Budget Report. b. Karin is keeping a record of the percentage of the budget used by month. At this time we are at a lower percentage than last year.

#### 4. Principal Report- Jen Wilhorn

- a. Open House - The Open House was well attended and the students were excited to see their teachers and classrooms.

- b. Enrollment - Enrollment has remained steady around 125 students.
- c. Pupil Services Team - This year Central Oaks has a full pupil services team including school psychologists, school social worker and guidance counselor. This will help us better meet the needs of students and their families.
- d. Family Involvement Event - Our first family involvement event will be Friday, September 16 from 9-11am at the ice rink.
- e. Staff Professional Development Report 2022-23 - Jen Wilhorn reported on the goals and activities that the staff will work on this school year.

5. Future Agenda Items

- a. None

6. Motion to Adjourn - Karin Brier motioned to adjourn and Jen Wilhorn seconded. Motion passed unanimously. Meeting adjourned at 2:33pm.

The next meeting of Central Oaks Academy Charter School Governance Board will be on Thursday, October 13, 2022 at 2:00 pm.