

## Central Oaks Academy Governance Board

### \*MINUTES\*

Thursday, September 14, 2023

2:00 pm

Crystal Sadler Absent.

Meeting called to order by Karin Brier at 2:00 P.M.

1. Public Comment- No Public comment at this time.
2. Discussion/Action Items
  - a. Approval of August 10, 2023 minutes
    - i. Karin Brier motioned to correct the following items: item b, which should state '...June 8, 2023 minutes.' and not 'August 10, 2023 minutes.' and to remove the sentence from item c 'discuss ways to reach new prospective families.' Laura VanRyn seconded the motion. Motion passes unanimously.
  - b. Review/Update Board Handbook
    - i. Karin Brier recommended the following changes: Page 2, update Board members and terms; Page 7, change in person classes from Wednesday and Friday to just Friday; Page 20, update budget codes to new ones provided by the Business office; Ensure hyperlinks all work. Laura VanRyn and Brian Oswald both agreed to the recommended changes. Karin Brier will update the Board Handbook.
3. August Budget Report
  - a. Karin Brier shared that we are still waiting for the budget to be populated. Brian Oswald shared that it should be entered sometime in October after the District budget is approved by the WRPS school board.
4. Principal Report- Brian Oswald
  - a. Reminder that the open house is tomorrow from 10-12
  - b. The Central Oaks themed window and door wrap should be installed sometime soon.
  - c. Staff are excited for students to show up next week.
5. Future Agenda Items
  - a. Laura VanRyn shared the need for more people to join the board and asked if the LEG's could help get the word out to prospective parents.

Karin Brier was going to update the information about board member responsibilities and time commitment.

- b. Laura VanRyn inquired about safety protocol. Brian Oswald shared that the school/district has a crisis plan.

6. Motion to Adjourn

Karin Brier motions to adjourn the meeting, Brian Oswald seconds. Meeting is adjourned at 2:20 P.M.

The next meeting of Central Oaks Academy Charter School Governance Board will be on Thursday, October 12, 2023 at 2:00 pm.