

PHOENIX CHARTER SCHOOL BOARD MINUTES

3131 Diamond Lake Blvd.
Roseburg, OR 97470

MEETING DATE: August 22, 2024

PRESIDENT:	Rick Wesenberg*	BOARD MEMBER:	Gillian Wesenberg*
VICE PRESIDENT:	Laurie Newton*		April Hamlin
SECRETARY:	Tom Nelson		Michael Rondeau
TREASURER:	Jason Troxel*		

Staff:

- Corrie Bernard-Phoenix Principal*
- Jeff Howes-Phoenix Business Manager*
- Christine Pollastrini - Registrar*
- Hope Assink – Facilities Coordinator*

(*denotes member/staff present. Alysha Barraza was present as a guest speaker.)

Board Vice President Laurie Newton called the meeting to order at 5:02pm. There was no public participation.

Alysha Barraza was introduced, and briefly shared details of her work on grant management. She shared and reviewed the grant tracking spreadsheet. Her goal is increased transparency and improved efficiencies. Alysha will share due dates for reports and invoices with each specific grant manager. She has also been in contact with auditor Jeff Cooley to ensure all items needed for audits are available and documented.

Alysha left the meeting at 5:15pm.

Reports and Discussions:

Principals Report – Principal Corrie Bernard shared a summary of PCS resignations and new hires, which was included in the meeting packet. Corrie also shared a summary of teacher licensing status, and confirmed her admin license was just received. A budget of PCS salaries was presented, along with a summary of new classes being offered to students this year. RHS is requesting a PSR staff member be present at RHS at the end of the day for unloading and loading of busses, so we will send a staff member over for the first few months. Going forward, the focus and goal will be to improve trust and transparency with the Roseburg board.

Executive Director Report – Interim Executive Director Laurie Newton shared we received \$350k for 2023-24 SPED weighting, and another \$350k for 2022-23. These funds are non-restricted. Laurie prefers to put some funds in reserves initially, but also to spend on safety projects and a much needed PE structure outdoors.

The first read of the 2024-25 Staff Handbook and Student Handbooks were completed, and will be on the agenda for approval/adoption in September.

Facilities Report – Hope Assink, Facilities Coordinator, provided some details regarding the cracked foundation needing repair. A contractor has been identified to perform these repairs at no cost as they are a strong supporter of Phoenix. Hope is working on a keyless entry project for the exterior doors, as well as an alarm system for the building. Work is continuing on the Drivers Education class project, and teacher(s) need to be identified for the program. Bids are being requested for the outdoor PE structure, which will include a basketball court.

Action Items:

Approve the Master Class Schedule, New Courses, expansion of CTE programming.

Motion: Board Treasurer Jason Troxel moved to approve, seconded by Board Member Gillian Wesenberg. Motion passed unanimously.

Approve the hiring of staff and faculty.

Motion: Board Member Gillian Wesenberg moved to approve hiring, seconded by Board Treasurer Jason Troxel. Motion passed unanimously.

Approve the resignations of staff and faculty.

Motion: Board Treasurer Jason Troxel moved to approve resignations, seconded by Board Member Gillian Wesenberg. Motion passed unanimously.

Approve the re-opening of 2024-25 Charter budget.

Motion: Board Treasurer Jason Troxel moved to approve re-opening of budget, seconded by Board Member Gillian Wesenberg. Motion passed unanimously.

Meeting was adjourned at 5:59pm. Next meeting is scheduled for September 19th at 5:00pm.

Draft Minutes submitted by Christine Pollastrini, Registrar.

Minutes approved 09.19.2024.