

The Cottonwood School of Civics and Science

Meeting of the Board of Directors

January 12, 2022

Zoom meeting began at 6:30PM. Meeting adjourned at 8:10 PM

In attendance

Nels Hesseldahl – President

Emily Sturgess Cleek – Secretary

Nicki Phelps - Treasurer

Sade Rivers

Amy Sample Ward

Amanda McAdoo – Executive Director

Staff: Susan Hathaway - Academic Director, Laura Kropf - Business Administrator

Meeting Minutes

1. Election of new Board Secretary
 - a. Amy nominates Emily as Secretary with a motion to elect Emily into the vacant officer role through the vacant term; Sade seconds the motion.
 - b. Emily is elected with unanimous vote by all board members.
2. December Minutes
 - a. Nels presents minutes from December Board meeting
 - b. Amy moves to approve minutes; Nicki seconds.
 - c. Minutes approved with unanimous vote by all board members.
3. Friends of Cottonwood Update
 - a. Kat from Friends of Cottonwood unable to make this month's board meeting; Nikki presented an update.
 - b. Board agree to add a standing agenda item to future board agendas for report out/updates/requests from Friends of Cottonwood
 - c. Current priority of the friends group is the spring auction
 - d. Nicki will reach out to Katt for further support
4. Budget Update
 - a. Laura presented the 2021 Budget report.

- b. Projected revenue is less than in past years due to lower enrollment numbers. Despite decreased revenue, we still have a projected surplus.
 - c. Arts tax payment came in.
- 5. Board Recruitment and Retreat
 - a. Amy will be looking at by-laws and re-evaluating what works/what doesn't work. Amanda reminded the Board to also consider Oregon School Board requirements as well as board requirements for non-profit organizations.
 - b. Board retreat scheduled for January 28 from 10am-1pm with Aviva facilitating.
- 6. Weighted Lottery Discussion
 - a. Amanda presented information about weighted lotteries and proposal for Cottonwood weighted lottery that was also shared with the DEI committee.
 - b. Cottonwood can implement a weighted lottery without a waiver now.
 - c. DEI committee will be meeting next week to finalize the details.
 - d. Discussions ongoing about how to communicate information on enrollment to families that have applied to the lottery. CSCS community is still working on how to advertise school to potential applicants.
- 7. Executive Director Update
 - a. Amanda presented her monthly update including priorities for her and other staff.
 - i. Covid update - higher cases with Omicron, eating outside, masks, and testing are keeping numbers relatively low. Classroom closures are dependent on staff health and capacity.
 - ii. Hired a new 8th grade teacher, Janelle Poulton. Janelle started work January 3rd.
 - iii. New secretary will be starting Monday, former parent - Laura Bracke
 - iv. Fantastic staff holiday party! Parents decorated and brought food & drinks.

