

The Cottonwood School of Civics and Science

Meeting of the Board of Directors

April 13, 2022

Zoom meeting began at 6:37PM. Meeting adjourned at 7:51PM

In attendance

Nels Hesseldahl – President

Emily Sturgess Cleek – Acting Secretary

Nicki Phelps - Treasurer

Sade Rivers

Amy Sample Ward

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

Administrator, Amanda McAdoo - Director

Meeting Minutes

1. March Minutes
 - a. Nels presents minutes from March Board meeting
 - b. Amy moves to approve minutes; Sade seconds.
 - c. Minutes approved with unanimous vote by all board members.
2. 22-23 Budget
 - a. Laura and Nicki present the 22-23 budget.
 - b. Will be able to move forward with non-teacher positions that are crucial for student support.
 - c. OSBA policy work will be a cost this year that hasn't shown up otherwise recently.
 - d. Facility lease renewal projection is based on little change but may need to add more for flexibility around emergent needs.
 - e. ESSER funds are expected to be spent over three years. Length of SIA and CIP are not known.
 - f. Emily moves to adopt the 22-23 budget as proposed; Nicki seconds.
 - i. Budget approved by unanimous vote.
3. Discussion for DEI Mixer to be co-hosted by the Board
 - a. Scheduled May 3 at 6:30 pm
 - b. Board members will attend to help facilitate

- c. Conversation about Affinity Spaces and Affinity Groups will be included
 - d. Amy will send a doodle for board and equity committee to schedule time to talk about agenda
4. Proposed Updates to CSCS Bylaws
- a. Make them consistent with our practices, as long as there are not regulations requiring certain actions or restrictions
 - b. Adding ex-officio board members for students or other non-voting members that attend conversations every month
 - i. Teachers - adding a spot for a teacher
 - ii. Students - adding up to 2 spots for students
 - c. Motion to approve the updated bylaws as presented with the discussed change to be made by Amy to add ex-officio seats for teachers and students at the board's discretion, by Nicki; seconded by Sade.
 - i. Bylaws approved by unanimous vote.
5. Joint Equity Committee Discussion
- a. Will update the board recruitment process to collaborate with the equity committee so that recruitment can use the same form and we can cross promote. Will have the updated form ready for the May 3 mixer.
6. Return to In-Person Instruction Plan
- a. Feedback on small edits and typos for Amanda to fix including reference to correct school year dates.
 - b. Move to approve Return to In-Person Instruction Plan as presented by Amanda with the edits for accuracy as discussed by Amy, seconded by Nicki.
 - i. Instruction Plan approved by unanimous vote.
7. Executive Director update
- a. Lottery was held last weekend
 - b. Low number of applications for 6th - 8th. Do we need to do some outreach for Middle Schoolers? 3-
 - c. Battle of the Books - students and staff excited to be part of it and doing so well. 3rd-5th this coming weekend. 6th-8th competition last weekend. Team progressed past preliminary round!
 - d. Mask-optional monitoring - looking for community spread, when 2 or more covid positive cases occur within the same cohort

- e. May 3rd is ODE site visit, liaison usually visits with kids, staff, and board members. Questions will be presented for the state of the school, how things are going, etc.
 - i. Will schedule the board discussion for likely 30 min via zoom
 - f. Opportunity to present classroom projects- from teachers to the board to see what classes are doing
 - i. Susan will coordinate with the teachers on what/how/when they would like to share with the board and schedule something
8. Board Meeting Agenda Process Overview
- Public meeting law requirements
- a. Must post public meetings in a public way- not just in a “members-only” email list
 - b. Must have an agenda presented in public announcement of meeting, so people have heads up for discussions.
 - c. What is the timeline for submitting all agenda items prior to meeting? Submit agenda items to Nels at least 10 days prior to board meeting. Nels submits agenda to Chris B. at least 1 week prior to meeting for Chris to post on website.
9. Concluding Remarks