

King's Valley Charter School

Board Meeting Minutes

1/19/26

Board members present: Beth Hoinacki, John Sorein, Linda North

Board members absent: none

Others: Diana Barnhart, Wren Huff

Official Meeting started: 6:58

Mission: John read the mission statement

Public Input: No public input

Policy: Extra Curricular Activities

- The policy was created in response to allow administrators to have a way to support more options for kids to work toward these activities as opposed to just giving them free reign.
- The policy is meant to incorporate social, not academic events and field trips.
- Worked on some of the language in the policy.
- Discussion of board members related to the policy.

Metrics: School Status Update

- The end of the semester is Friday.
- This metric does not show a lot of data, but Diana stated that the percents in several categories are up.
- Conferences are coming up with sign-ups. Last time attendance was high.
 - Michael is calling families to encourage attendance.
 - Student artifacts are going to be up for families to view
- Adding a day back to the calendar due to water issues.
- Under an official improvement plan with the state due to school graduation rates from 20, 21, 22
 - The past year was 100% graduation (this is good)
 - If we fail in other categories such as attendance, there could be a financial consequences from the state.
 - Diana will notify Susan for what has been done in the school

- Hired a counselor
- Policy for activities (reviewed in the meeting today)
- Held accountable for anyone who comes into the school in the senior year.

Facilities Update: Mod 3-4 Roof

- The roof is not in danger of caving in
- Made it through the torrential rains
- Gentle rain started showing signs of “bubbles” and leaks in classroom.
- Currently there are tarps covering the roof.
- Currently collecting bids for full roof replacement. First estimate was 21K
 - Wren will check on grants for the roof
 - As far as water, no chlorination needed, just monthly checks.
- John brought up the concept of using the money related to a gift from an interested donor for a new roof.

Annual Report

- Diana shared the report
 - The Philomath board brought up graduation rates and general population several years ago and asked about us holding too much money.
 - There is expectation that there will be more discussion around the annual report with Philomath this year with the new board.
 - Attendance rate has changed positively
 - Literacy and math curriculum change is improving outcome
 - Board members suggested changing the bar graph in the report to lines
 - Mark suggested that a 2% difference should not be significant
- Beth moved to approve the annual report, Linda seconded

Audit:

- Wren shared that an auditor will come and meet with her to review our books and reconcile anything needed.
- There should be a reconciliation report that shows why something doesn't match up to the books.
 - Wren will do the reconciliation

- Andy (a CPA) will review with Wren (he works for a non-profit)
- He will be charged \$100 per hour, so around \$400 per month.
- Mark stated that we will get a “ding” if we don’t have a report, but with an explanation there is not a problem.

Budget and Audit Update

- 2 findings only from the report
 - Misclassification of Average Daily Matriculation (how much money state gives)
 - In order to not show a deficit we moved funds from the lunch program
 - They suggested we use classifications in QUICKBOOKS to show how much money in each area
 - Stated the outside accountant misallocated funds.
 - Journal entries recorded funds
 - Same funds accounted in another area in QUICKBOOKS
 - Just need to make another journal entry to explain what happened with the journal entry.
- Discussion from the auditors that there were positive interactions with the auditors (written in their report).
- Wren highlighted page 29 of the report. Last year did not go in the hole, but we were ahead by 61K
- Mark discussed that page 10 appears to explain page 29 regarding the summary of funds.
- Mark is suggesting that the board may consider putting some money aside to pay the PERS.
- Diana and Wren sat together to consider how the auditors looked at assets or liabilities and the thinking process of the auditor’s report.
 - Despite the auditor’s report, how do Wren and Diana feel about our budget?
 - Wren/Diana had \$307K, auditors coming up with \$281K

- Wren feels ok about the differences as money comes in and out from various grants
- Mark had a question about the bonus, which is in misc. portion of the budget.

Budget Overview Draft document shared (E1)

- Mixed feedback
 - Noticed that the bonus was not equally shared
 - People were thankful for the money
 - Staff noticed the differences in pay
 - This is an Evergreen decision, not KVCS
 - Bonuses were based on rate of pay (bigger salaries received bigger bonuses)
- After school activity costs were around \$7600 and needed to go toward this expense.
 - This calculation is based on enrollment (202), but we are actually higher than this number in enrollment (207).
- Transportation reimbursement is \$37946.
 - New superintendent in Falls City
 - Didn't expect a problem with transportation
 - Discussed moving transportation to Philomath district if needed with different calculations used which makes a big difference.
 - Buses in the Falls City agreement would come to us if we stopped contracting with them, but we would have to sell them as we cannot operate the buses.
- Wren reviewed that we are still above budget
- Beth moved to approve the E1 budget, Linda seconded, passed

Accountant Agreement

- Wren shared the proposal written up from Andy, the CPA that is helping us (from the non-profit).

- Wren requested the board's opinion on the proposal to have Andy work with her monthly. Due to saving money, the board determined there was no need for a motion, just acknowledgement of approval.
- Lowered net revenue from 11K to 3.5K
- The 20K for the roof may end up in next year's budget, unless the weather makes it necessary to budget it for this year.

Update Financial Policy and Process and continued budget discussion

- Credit cards are now being run through QUICKBOOKS and entered as vendors
- Read through notes Wren wrote
- Wren makes the journal entrees
 - Mostly journal entrees are insurance policies
 - Grants coming in make journaling a bit more involved.
 - General rule of thumb is 3 people review the books and different people have different roles in the process.
 - Board reviews the budget each month
 - Board reviews credit card statement
- Diana requested bringing older statements forward for the board to review.
- Wren has a credit card reconciliation form
- Monthly expenditure list will show all purchases.
- Could upload more receipts into QUICKBOOKS
- Receipts and credit card info may be added to the drive for review.
- Will work on policies to reflect the new discussion.

Approve December Minutes (2)

Discussed adding 3 areas to the minute notes: Board members present, board members absent, and others Approval of the minutes.

Closed meeting late (sorry forgot to write the time)