



KNOVA LEARNING OREGON (RPA)  
**Board of Directors Regular Meeting- DRAFT Minutes**  
Tuesday, March 12th, 2024 4:30 PM. Student Services Building

**Call to Order and Roll:** The Chair called the meeting took roll at 4:30 pm : All directors present except Dir. Salami. Staff: Nelsen, Barnard, McCollum, Pescitelli, Jason McCollum

**Board Announcements**

- Mr. Nelsen and Dir. Nicewood informed the BOD regarding the new “maker-space” and tool library being developed on a one-acre lot adjacent to the east end of Hope Center’s back yard.
- Mr. Nelsen reported on the Columbia Sportswear Donations he has received over the past few months. The community is very grateful for this generosity,
- Mr. Nelsen informed the BOD that over the next couple weeks he will be setting up a “RPA visitation-day” for each director. During this time (1-2 hrs. depending on director) directors can visit classes, lunchroom, playground, and tour about the facility. Mr. Nelsen reiterated that it was good for RPA staff to meet directors and see them interact with the school,

**Reports and Discussions**

- **Campus Re-Fi:** Mr. Nelsen reported that earlier in the day he, Dir. Kurzenhauser and RPA Bookkeeper Tonia Mosher participated in a conference with David Robertson and potential refi funder Banner Bank. The call went well and Banner will be visiting RPA on March 19<sup>th</sup> to tour the campus. Fingers crossed.
- **2022-23 Financial Audit:** Mr. Nelsen reported that, after some delay, our 2022-23 Financial Audit has been completed and conveyed to ODE, RSD, and PCP. We are pleased to have another “clean” audit with no negative findings or management letter. Tonya was on hand via zoom to take a virtual bow. Tonya reported that the delay was NOT reflective of anything to do with KNOVA/RPA.
- **Charter Agreement Renewal:** Mr. Nelsen reported that RSD Superintendent Frank Caropelo has not only agreed to a new 10-year charter agreement, he has also agreed to expedite the process in support of our campus re-fi efforts. Mr. Nelsen reported that he anticipates the new agreement to be adopted by the RSD board as soon as June! The new agreement will largely be a roll-over of our existing agreement with the exception of ELL services which will now be provided directly by RPA.
- **Current Enrollment:** Mr. Nelsen reported We have seen typical student-mobility reflected in enrollment (356) as we head into Spring break and then to the final stretch of the 23-24 school year. In response to increase costs associated with the campus re-fi and the need to increase staff pay, the executive director has set the goal of 400 students (24 per class) for the 23-24 school year.

We recently completed our annual Intent-to-return survey of 307 RPA families w/ current K-4 students. We received 247 responses with only 4 student “not-returning” (moving). Ana will immediately begin calling remaining families as to get an accurate count of total returning students. (I would project approximately 300 returns)

As of 03/08 we have received 78 new-student pre-registrations for the 2024-25 school year. We will need +100 new students to meet our total enrollment goal of 400. Mr. Nelsen projects that of these 100 “new” students, 73 will be in kindergarten. The remaining 27 new students will be in grades 1-5.

- **January and February Financials** were reviewed/discussed. Special attention was paid to ensuring enrollment projection for 24-25 is realized. Director Nicewood asked about the cost associated with insurance-claim repairs after the February freeze. There was a brief discussion the “Monday” project management software that was recently purchased to support both academic and facilities initiatives.

**Public to Be Heard:** There were no public to be heard

**Action Items**

- Dir. Kurzenhauser motioned to accept minutes from Jan. 2024 BOD meeting. Dir. Fladoos 2<sup>nd</sup> (Passes 5-0)
- Dir. Kurzenhauser motion to accept 2022-23 Financial Audit as presented. Dir. Fladoos 2<sup>nd</sup> (Passes 5-0)
- Dir. Kurzenhauser motioned to accept January and February 2024 financials and check register as provided by True Blue Accounting. Dir. Fladoos 2<sup>nd</sup> ( 5-0)

**Meeting adjourned at 5:30**

**NEXT MEETING: 04-09-2024**