



**Circle of Life Academy School Board
Regular School Board Meeting
July 8th, 2025 - 3:00 pm-until finished or tabled.**

- 1) Call to Order: 3:02pm
- 2) Roll Call:
 - a) Board Members Present:
 - i) Trista
 - ii) Lew
 - iii) Patty
 - iv) Mary
 - b) Others Present:
 - i) Bardie
 - ii) Seth
 - iii) Vince
 - iv) Dave
 - v) Landa
- 3) Approval of Meeting Agenda:
 - a) Motion: Patty
 - b) Second: Lew
 - c) In Favor: 2
 - d) Opposed:0
 - e) Silent: 1
- 4) Approve Minutes of Prior Meeting: [Regular School Board Meeting Notes for 6/17/2025](#)
 - a) Motion: Lew
 - b) Second: Patty
 - c) In Favor: All
 - d) Opposed: zero
- 5) Public Wishing to Address the Board (time limit to speak, 3 minutes):
 - a) No public wishing to address the School Board as of 7/8/25 at 1:30pm
 - b)
- 6) General reports:
 - a) Administrative report (Seth Houglum)



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- i) Addressed throughout the agenda
 - b) Fiscal Leadership Team Report (Landa Moore - Financial Coordinator):
 - i) Landa in attendance
 - ii)
 - c) HR Report(Carol Zortman):
 - i) [Link](#)
 - d) SPED Report (Bardie Skjonsberg):
 - i) [SPED report link](#)
 - ii)
 - e) Facilities reports(Lindsey Loun - Facilities Manager):
 - i) [July Facilities Report - Lindsey Loun](#)
 - ii) Concrete is finished and spectacular
 - f) Programmatic Leadership Team Report:
 - i) Elementary Teacher Assignments:
 - (1) Rond Estey - K
 - (2) Sharon Stoelberger - 1st
 - (3) Cindy Bunker - 2nd
 - (4) Wendy Harstad - 3rd
 - (5) Jennifer Dela-Cruz - 4th
 - (6) Sheryl Ricarze - 5th
 - (7) Erica Pawlek - 6th
 - (8) Kari Cossette - K-12 Testing and Data Coordinator and Interventionist
 - (9) Bardie Skjonsberg - SPED/ED Psych
 - (10) Possible mental health/counselor - TBD
 - ii) Allowed funding for elementary compensation during July and August. 10 hours per pay period at \$25 an hour.
 - iii)
 - g) Athletics reports:
 - i) There is no report for July
 - ii)
 - h) Culture and Language report:.
 - i) Vince Olson
 - ii)
- 7) New Business:**



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- a) Memorial:
 - i)
- b) Food Service Director:
 - i) Addressed in HR report
 - ii)
- c) Mobile Classroom Update
 - i) One of three is completed
 - ii) Stored in the bus garage year round
- d) Annual Handbook and Student Application Document Review
 - i) This is in progress
 - ii) Final adjustments to be brought to the board at the July meeting
 - iii) 25-26 Handbook and Applications to be shared with all stakeholders, after approval in July.
 - iv) Enrollment will begin the first week of August.
 - v) [Intake process draft](#)
 - vi) Letter Link
- e) Safe Routes to School and Bikes
 - i) Bikes, equipment and trailer have been ordered
 - ii) Quick turnaround
 - iii) Stored in the Buss Garage year round.
- f) SmartPass:
 - i) [Document link](#)
 - ii) Table

BREAK

- g) Motion to end regular session and enter into Executive:
- h) Motion: Lew
- i) Second: Trista
- j) Favor: All
- k) Opposed:0

8) Old Business:



- i)
- 9) **Other business**
 - a) Other business 1:
 - i)
- 10) **Adjournment:**
 - a) Motion to adjourn:
 - i) Motion: Lew
 - ii) Second: Trista
 - iii) Favor: 2
 - iv) Opposed: 0
 - v) Silent: 1

Next Regular Board Meeting:

Date: 8/14/2025

Time: 3:00pm - Zoom

Commence Executive Session:

Board Members Present:

Invitees present:

Agenda items:

-COLA Administrative/office Job Descriptions - Vote

-[Trista's email and links to share](#)

End Time: 5:02pm