



Agenda of a Meeting of the Board of Directors

Wednesday, November 10th, 2021

A session of the Board of Directors, Hayden Canyon Charter School, to be held Wednesday, November 10th, at 7:00 p.m.
Meeting held at 13590 N Government Way, Floor 2, Hayden ID, 83835.

I. Open the Meeting - 7:00 pm

- A. Board members in attendance: Amy Thompson, Joshua Dahlstrom, Josh Fletcher, Jason Ball, Violet Rudd
- B. Board Clerk: Bridgette Dahlstrom
- C. Board Treasurer: Lori Aldrich
- D. Admin Team: Bri Pearson via Zoom

II. Pledge of Allegiance

III. Procedural Matters Action

- A. Motion to approve agenda by Josh Fletcher, seconded by Jason Ball. Motion carried unanimously.
- B. Filling of Board Position
 - 1. Lisa Adlard has withdrawn application
 - 2. Motion to accept the recommendation of adding Alex Tull to the open board seat by Violet Rudd, seconded by Josh Fletcher. Motion voted in favor by members present with exception of Joshua Dahlstrom who abstained from the vote.
 - a) Alex Tull accepted position

Alex Tull joined the meeting as a board member at 7:03pm.

- C. Motion to hold board retreat Saturday, December 11, at 1:00pm at Axe Throwing on 4th Street.

Matt Lovell (Business Manager) joined the meeting via Zoom at 7:06pm.

- D. Board Meeting to be held Wednesday, December 15, 7:00pm at Hayden Canyon Charter.

IV. Scheduled Delegations

- A. Kathy Sells presentation
 - 1. 7th Grade teacher (homeroom, Math & Science) and 6th Grade Math
 - 2. Service project of making tie blankets as part of math class (utilized skills in determining cost of materials, process of measuring materials)

Ryan Crandall joined the meeting at 7:10pm

- 3. Students chose where to donate (children's village, St. Jude's, and a few Veterans)
- 4. Students wrote notes to go along with the blankets

V. Unscheduled Delegations (Audience to Address the Board)

- A. Lacey Protopappas: Parent Crew Fundraiser
 - 1. Initial funds go to Christmas Recognition for HCC staff and additional beyond that budget go toward Outdoor Explore equipment
 - 2. \$1,775.37 raised to date

VI. Consent Calendar Action

- A. Motion to approve minutes from October 20th Board Training by Josh Fletcher, seconded by Joshua Dahlstrom. Motion carried unanimously.
- B. Motion to approve remainder of consent calendar by Joshua Dahlstrom, second by Josh Fletcher. Motion

carried unanimously.

VII. Budget and Finance

A. Information Items

1. Business Manager Report
 - a) Audit Review
 - (1) Overview of audit presented by Matt Lovell
 - (2) Audit was clean with no areas of concern
 - b) Financial Statement
 - (1) November Distribution has been paid
 - (2) Federal funds still be reimbursed with additional being requested throughout the year
2. Bills Outstanding - none at this time

B. Action Items

1. Action on Business Manager Report
 - a) Motion to accept the audit review as presented by Joshua Dahlsstrom, seconded by Josh Fletcher. Motion carried unanimously.
 - b) Action on Financial Statement
2. Action on Bills Outstanding - none needed
3. Approval of Donations as needed
 - a) Peter R Marsh Foundation = \$1,000 for Music Grant
 - (1) Rubric to be created for Jesse to follow and meet the stipulations of the grant
 - (2) Lori Aldrich to be grant champion
 - b) Motion to accept the grant as presented with Lori as champion by Joshua Dahlstrom, seconded by Josh Fletcher. Motion carried unanimously.

VIII. Board Decisions (Discussion and Action Items)

Matt Lovell left the meeting at 8:20pm.

Motion to strike previously approved agenda by Joshua Dahlstorm, seconded by Jason Ball. Motion carried unanimously.
Motion to amend agenda to add Kathy Sells presentation by Joshua Dahlstrom, seconded by Alex Tull. Motion carried unanimously.

Discussion:

A. Admin Team Update

1. Discussion regarding stipend for Jesse Hampsch up to \$1,450 for additional offsite music performances..
2. 5th Grade Field Trip Approval - No action needed
 - a) Currently on waitlist for MOSS 4-5 day field trip for 5th grade
3. Student Handbook Edit
 - a) Request to revise student handbook to prohibit chewing gum on bus or school property without prior teacher permission.
 - b) No action taken
4. Policy 3510 - Administering Medicine to Students
 - a) Admin team to propose recommendations and present to Ryan for review
 - b) No action taken at this time
5. Tutoring - no action needed
6. Melissa Kiehl will be resigning due to health concerns
 - a) Recommend moving Deb Lawson to 8th grade and hire part time Advanced Learning teacher to supplement Differentiated Learning
7. Academic Accountability Policy
 - a) Policy for students who do not complete work
 - b) Revise policy to specify percentages of work not completed before each step is taken
 - c) Admin to meet with staff and create a plan that is workable for staff & students

8. Adjustment to radius of field trips that can be taken without Board approval
 - a) Admin would like to request radius of approved area rather than specifying out of state
 - b) Bri to request information from Kelley regarding how out of state travel would impact insurance
 - c) Admin to bring revised policy with specific radius to board for approval
- B. Policy Regarding Staff Member Conceal Carry
 1. Bri to reach out to other schools to determine what their solutions have been
- C. Policy Regarding Students Walking/Riding Bikes
 1. Potential policy created by Safety team and presented for Board Review
 2. Presented policy to be rewritten and added to the student handbook
- D. Presentation of starting Ski Club
 1. Lookout Pass offers discounted rates for students
 2. To be offered to grades 5-8
 3. Cost to be based on Lookout Pass rates & travel fee
 4. Motion to move forward with approval of Ski Club by Ryan Crandall and seconded by Jason Ball. Motion carried unanimously.
- E. Ashley Kragovich recommended - previously long term sub for ½ Day K
 1. Will cover lunch & recess duty freeing up SPED Paras to function in other capacities
 - a) Discussion regarding position being temporary (through Term 2) and build up volunteer program in the interim
- F. Admin Team & Office Staff Job Descriptions
 1. Organizational Specialist Job description and overview of office roles presented to the board
- G. Lottery Date
 1. Recommended lottery date March 9th at 7pm (PST)
 2. Recommended lottery close date March 7th at 7pm (PST)
 3. Lottery to be open for 3 months placing open date December 7th
- H. Short Term Disability Benefits & BEN Enroll
 1. Program through Advanced Benefits
 2. Would allow staff to select a variety of disability benefits (staff would pay benefit cost)
 3. Cost \$750 startup and \$1.50 per employee/month for enrollment & participation
- I. Building Expansion Update
 1. Easement has been given and paperwork signed to allow temporary traffic routing from now to end of school year
 2. Heavy equipment and operators needed to grade and gravel new exit
 - a) 2 lanes entering school, 1 lane exiting school
 3. Building expansion will help solve traffic problem
 4. Joshua Dahlstrom, as part of the building committee, has not declared sentiment and has no recommendation to board so will be allowed to vote at this meeting.
 5. Amy Thompson, as part of the building committee and with information from finance, recommends holding off on building expansion for 1 year and decreasing the number of classes to be added next year. (Only adding one classroom to accommodate 2 current 7th grade classes). No additional classrooms added to other grades.

Lori Aldrich left the meeting at 11:20pm

Lori Aldrich returned to the meeting at 11:22pm

Josh Fletcher left the meeting at 11:24pm

Josh Fletcher returned to the meeting at 11:26pm

6. Motion to postpone expansion talks for 1 fiscal year as the board further vets the possibility of expansion by Josh Fletcher - motion not seconded, motion failed.
 - a) Further discussion regarding what the future of the school looks like if expansion does not take place - loss of sensory room, cutting music program.
- J. Playground Committee Update
 1. No cost incurred, waiting on construction until gates and mesh are installed due to potential changes from construction

2. Play structure and equipment donation has been offered to the school

Action:

- A. Admin Team Update
 1. Motion to approve stipend for Jesse Hampsch up to \$1,450 for additional offsite music performances by Ryan Crandall, seconded by Josh Fletcher. Motion carried unanimously.

Items 2-5: No action taken

 6. Motion to accept the resignation letter as presented by Joshua Dahlstrom, seconded by Jason Ball. Motion carried unanimously.

Items 7-8: No action taken
- B. Policy Regarding Staff Member Conceal Carry - no action taken
- C. Motion to add Walk/Bike disclaimer form as a page of the student handbook contingent upon removal of the first paragraph of the form presented and the signature lines of the form presented, and removal of release form verbiage of the title by Joshua Dahlstrom, seconded by Ryan Crandall. Motion carried unanimously.
- D. Motion to move forward with approval of Ski Club by Ryan Crandall and seconded by Jason Ball. Motion carried unanimously.
- E. Motion to approve hiring of the para as presented by Joshua Dahlstrom, seconded by Jason Ball. Motion carried unanimously.
- F. Admin Team & Office Staff Job Descriptions - No action needed
- G. Motion to set lottery close date of 5:00pm (PST) on March 7, 2022 and the lottery pull at 7:00pm (PST) on March 9th by Joshua Dahlstrom, seconded by Jason Ball. Motion carried unanimously. *Motion amended to include "at Hayden Canyon Charter School" by Joshua Dahlstrom, seconded by Jason Ball. Motion carried unanimously.*
 - a. Final full: **Motion to set lottery close date of 5:00pm (PST) on March 7, 2022 and the lottery pull at 7:00pm (PST) on March 9th at Hayden Canyon Charter by Joshua Dahlstrom, seconded by Jason Ball. Motion carried unanimously.**
- H. Short Term Disability Benefits & BEN Enroll - No action needed
- I. Motion to proceed with building expansion plans by Ryan Crandall, seconded by Jason Ball. Joshua Fletcher voted nay, Amy Thompson abstained, all other members voted in favor. Motion carried.
 - a. Easement has been given and paperwork signed to allow temporary traffic routing from now to end of school year
 - b. Heavy equipment and operators needed to grade and gravel new exit
 - i. 2 lanes entering school, 1 lane exiting school
 - c. Building expansion will help solve traffic problem
 - d. Joshua Dahlstrom, as part of the building committee, has not declared sentiment and has no recommendation to board so will be allowed to vote at this meeting.
 - e. Amy Thompson, as part of the building committee and with information from finance, recommends holding off on building expansion for 1 year and decreasing the number of classes to be added next year. (Only adding one classroom to accommodate 2 current 7th grade classes). No additional classrooms added to other grades.
- J. Playground Committee Update - No action taken

IX. Executive Session

- A. *Motion to enter executive session per Idaho Code § 74-206(1)(d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code by Joshua Dahlstrom, seconded by Josh Fletcher.*
 1. Alex Tull - Yay
 2. Ryan Crandall - Yay
 3. Jason Ball - Yay
 4. Josh Fletcher - Yay
 5. Violet Rudd - Yay
 6. Joshua Dahlstrom - Yay
 7. Amy Thompson - Yay

Executive Session entered at 11:56pm

Bri Pearson was invited to attend the executive session as Admin representative.

Parent of student A3340221 invited to join executive session: 11:57pm

Parent of student A3340221 exited executive session: 12:05am

Executive session exited at 12:58am

B. Action from executive session:

1. Motion to file a petition with probate court per Idaho code requirements under code 33-206 regarding student A2640221 to be reported as a habitual truant by Ryan Crandall, seconded by Alex Tull. Motion carried unanimously.

X. Future Agenda Items

Policy 3510 - Administering Medicine to Students

- A. Deb Lawson contract approval
- B. Field Work Policy
- C. Building Update
- D. Playground Committee Update
- E. Scout Troop Year in Review Report
- F. Admin Job Descriptions
- G. Business Committee Update

XI. Adjournment 1:05am