



Minutes of a Meeting of the Board of Directors

Wednesday, January 19, 2022

A session of the Board of Directors, Hayden Canyon Charter School, held Wednesday, January 19, 2022, at 7:00 p.m.
Meeting held at 13590 N Government Way, Hayden, ID 83835.

- I. Open the Meeting 7:00pm**
 - A. Board Members in Attendance:** Joshua Dahlstrom, Josh Fletcher, Alex Tull, Ryan Crandall, Violet Rudd, Jason Ball
 - B. Board Clerk:** Bridgette Dahlstrom
 - C. Board Treasurer:** Lori Aldrich (via Zoom)
 - D. Administrator:** Cynthia Lamb
 - E. Organizational Specialist:** Briana Pearson (via Zoom)
 - F. Business Manager:** Matt Lovell
- II. Pledge of Allegiance**
- III. Procedural Matters *Action***
 - A. Motion to approve agenda for Board of Directors meeting Wednesday, January 19, 2022 by Jason Ball, seconded by Josh Fletcher. Motion carried unanimously.
 - B. Motion to add another meeting in between regularly scheduled meetings by Violet Rudd, seconded by Josh Fletcher. Motion carried unanimously.
 - C. Motion to set recurring extra meeting to first Wednesday for foreseeable future by Alex Tull, seconded by Ryan Crandall. Motion carried unanimously.
- IV. Scheduled Delegations**
- V. Unscheduled Delegations (Audience to Address the Board)**
 - A. Kydan Dahlstrom & Adrian Fries presenting on Valentines Day Fundraiser
 1. Money earned to go toward new playground equipment (balls, hula hoops, etc)
 2. Valentines can be sent to other students, parents, or staff
 3. Board asked Kydan & Adrian to submit fundraiser to Admin in writing & request support from parent crew
- VI. Consent Calendar *Action***
 - A. Motion to approve minutes from December 15, 2021 Meeting by Jason Ball, seconded by Ryan Crandall. Motion carried unanimously.
- VII. Budget and Finance**
 - A. Information Items**
 1. Business Manager Report by Matt Lovell
 - a) Overview of Current Financials
 - b) Next state payment in February
 - c) CSP payment expected to come through in February
 - d) Potential for state to move to Enrollment rather than ADA permanently
 2. Discussion on Line of Credit Fact Finding
 - a) Joshua Dahlstrom's fact finding uncovered commercial sources require promise of assets
 - b) Commercial sources require investors to sign off on additional line of credit
 - c) Community members will be best source for line of credit
 3. Bills Outstanding - none at this time
 - B. Action Items**
 1. Action on Business Manager Report - no action required
 2. Action on Line of Credit - no action required
 3. Action on Bills Outstanding - no action required

4. Approval of Donations as needed
 - a) Music Program Donation
 - (1) \$700 donation from family of HCC student
 - (2) Donation directed toward risers
 - b) Motion to accept \$700 music program directed donation by Ryan Crandall, seconded by Jason Ball. Motion carried unanimously.

VIII. Board Decisions

Discussion

- A. Admin Update
 1. Enrollment
 2. Student Performance
 - a) Review of Student Academic Performance
 - b) Review of Building culture
 3. 2021-2022 Staffing Needs
 - a) .4 Music Teacher needed for remainder of school year
- B. 2022-2023 Staffing Needs
 1. To be further discussed at next board meeting
- C. Annual Review of Parent Engagement
 1. Cynthia met with Parent Advisory Committee to review Parent Engagement Policy
 2. Monthly meeting scheduled to give parents an opportunity to meet with Admin Team
 3. Podcasts to be started to provide community with more information
- D. Policy 2420 and Policy 2420P
 1. Reviewed by Parent Advisory Committee - no changes recommended by Committee
 2. Brought to the board for review at this meeting
 - a) Policies reviewed by the board - no changes recommended by the board and no action needed
- E. Policy for Therapy Dogs on Campus
 1. Staff member's dog recently certified as emotional support dog
 - a) Staff member's dog to be brought to the school by the handler between 3:00 and 4:00
 - (1) To start weekly or bi-weekly to see how students & animal react
 - (2) Waivers to be sent to parents to ensure no allergies/fears/etc.
 - b) Motion to table action to allow Administrator to seek further recommendation
- F. Opening Plan - Quarantine Requirement
 1. Review of new CDC Quarantine Guidelines
 2. Review of HCC Back to School Plan
- G. Review of IPCSC Annual Performance Report - no action needed
- H. Review of IPCSC Portfolio Wide Performance Annual Report - no action needed
- I. Parking Lot
 1. Discussion of how new process worked on Tuesday
 2. Review of parent feedback regarding new procedure
 3. Review of parking lot and fire line being built as part of expansion to be used for future queuing
- J. Building Update
 1. Expansion closing set for 1/20/2022
 2. Future entrance to school will be along Genesis Way (off Lancaster)
 - a) Traffic will move off Community Way and Government Way
- K. Construction Monitor Committee Update
 1. Construction Monitor Committee needed now that loan has closed
- L. Playground Committee Update - none at this time

Agenda

- A. Admin Update
 - 1&2 - No action needed
 1. 2021-2022 Staffing Needs
 - a) Motion to open a position for a .4 Music Teacher position by Ryan Crandall, seconded by Violet Rudd. Motion carried unanimously.

b) Motion to modify contract for current full time Music Teacher to .6 for the remainder of the year upon filling the .4 Music Teacher position by Ryan Crandall, seconded by Alex Tull. Motion carried unanimously.

B. 2022-2023 Staffing Needs - no action needed

C. Annual Review of Parent Engagement - no action needed

D. Policy 2420 and Policy 2420P - no action needed

E. Policy for Therapy Dogs on Campus

1. Motion to table action to allow Administrator to seek further recommendation

F. Opening Plan - Quarantine Requirement

1. Motion to alter current Back to School Plan to read: 5 day quarantine period following any positive test for staff or student or for individuals with multiple symptoms with masks strongly recommended for 2 days after quarantine by Alex Tull, seconded by Josh Fletcher.

a) Further discussion regarding impact of motion as written

b) Motion amended to as follows: Recommendation 5 day quarantine period following any positive test for staff or student or for individuals with multiple symptoms with masks recommended for 2 days after quarantine by Alex Tull, seconded by Josh Fletcher. Motion carried unanimously.

G. Review of IPCSC Annual Performance Report - no action needed

H. Review of IPCSC Portfolio Wide Performance Annual Report - no action needed

I. Parking Lot - no action needed

J. Building Update - no action needed

K. Construction Monitor Committee Update

1. Motion to convert Construction Committee to Construction Monitor Committee by Ryan Crandall, seconded by Jason Ball. Motion carried unanimously.

2. Nomination of Cynthia Lamb to Construction Monitor Committee by Ryan Crandall

a) Nomination accepted by Cynthia Lamb

3. Motion to install Cynthia Lamb to Construction Monitor Committee by Ryan Crandall, seconded by Josh Fletcher. Motion carried unanimously.

4. Nomination of Alex Tull to the Construction Monitor Committee by Josh Fletcher

a) Nomination accepted by Alex Tull

5. Motion to install Alex Tull to the Construction Monitor Committee by Jason Ball, seconded by Ryan Crandall. Motion carried unanimously.

L. Playground Committee Update - none at this time

IX. Future Agenda Items

A. Update to Cell Phone Policy in Student Handbook

B. Update to Policy 2550

C. Updates to Back to School Plan

X. Adjournment 10:04pm