



Agenda of a Meeting of the Board of Directors

Wednesday, December 15, 2021

A session of the Board of Directors, Hayden Canyon Charter School, to be held Wednesday, December 15, 2021, at 7:00 p.m.
Meeting held at 13590 N Government Way, Hayden, ID 83835.

I. Open the Meeting

- A. Board Members in Attendance:** Joshua Dahlstrom, Alex Tull, Josh Fletcher, Amy Thompson, Violet Rudd
- B. Board Clerk:** Bridgette Dahlstrom
- C. Board Treasurer:** Lori Aldrich (via Zoom)
- D. Administrator:** Cynthia Lamb
- E. Organizational Specialist:** Briana Pearson
- F. Business Manager:** Matt Lovell (via Zoom)

II. Pledge of Allegiance

III. Procedural Matters *Action*

- A. Motion to approve the agenda as it stands by Josh Fletcher, seconded by Violet Rudd. Motion carried unanimously.
- B. Board meeting to be January 19, 2022 at 7:00pm at Hayden Canyon Charter

IV. Scheduled Delegations

- A. 8th Grade Gift Committee
 - 1. Presentation by Xanaia Dahlstrom and Kylie Swofford
 - 2. Would like to change gift from Golf Course to covered bench or gazebo
 - a) Bench more useful for individuals
 - b) Gazebo beneficial for classes
 - c) Deciding factor is cost limitation
- B. Troop 360 Year in Review Presentation
 - 1. 360 Youth presentation given by Xanaia Dahlstrom, Senior Patrol Leader, Troop 360G
 - a) Monthly campouts - enjoyable and helpful for the girls
 - b) Participated in Iron Chef Camporee
 - (1) Won Golden Spoon for Best Dutch Oven Dish (150+ dishes total)
 - c) Shout out to teachers who allow the scouts to use their classrooms
 - 2. 360 Adult presentation given by Douglas Pierce, Scout Master, Troop 360B
 - a) Previous scoutmasters of troops have stepped down, Douglas Pierce new Scoutmaster for boys, Bridgette Dahlstrom new Scoutmaster for Girls.
 - b) 3 Eagle Scouts from 360B in last year
 - (1) 3 scouts from 360B (Boy's troop) working on Eagle
 - (2) 1 scout from 360G (Girl's troop) working on Eagle
- C. Bobby Griffin
 - 1. Member of HCC Staff
 - a) SPED (Behavior Intervention)
 - b) PBIS Behavior System
 - c) Outdoor Exploration & Photography Teacher
 - 2. Proposal that 7th & 8th Grade Outdoor Explore Class be allowed to use knives
 - a) Approval to teach proper use of knives
 - (1) Students must demonstrate proper use of knives before use
 - (2) Knives will be within state guidelines regarding maximum length
 - b) Students allowed to check out knives as needed

- (1) Knives to be kept in locked location until needed
- (2) Knives to remain in staff possession while in school building or on bus
- c) Parents will need to sign release form for students to use knives during class
- d) Students will be taught basic first aid and carry individual first aid kits

V. Unscheduled Delegations (Audience to Address the Board)

VI. Consent Calendar *Action*

- A. Motion to approve minutes from November 10th Board Meeting by Josh Fletcher, seconded by Alex Tull. Motion carried unanimously.
- B. Motion to approve minutes from December 11th Board Retreat by Violet Rudd, seconded by Josh Fletcher. Motion carried unanimously.

VII. Budget and Finance

A. Information Items

- 1. Business Manager Report
 - a) Review of November 2021 Finance Report
 - b) Waiting on several Grants and Reimbursements to come in
- 2. Line of Credit at ICCU
 - a) Amy Thompson reached out to Theresa at ICCU who referred her to Sam Bishop
 - (1) Commercial Line of Credit would be 5.2% (Prime + 2%)
 - (a) ICCU will require they be 1st lien on property to secure line of credit
 - b) Retention Grant may be available to the school - Matt has information needed to apply for Grant readily available
 - (1) Board sentiment is for Matt to move forward with applying for grant
- 3. Bills Outstanding

B. Action Items

- 1. Action on Business Manager Report - no action needed
- 2. Action on Line of Credit at ICCU
 - a) Motion to fact find information from ICCU on a possible line of credit by Amy Thompson, seconded by Violet Rudd. Motion carried unanimously.
 - b) Motion to allow Amy Thompson to fact find for a line of credit by Alex Rudd, seconded by Josh Fletcher. Motion carried unanimously.
 - (1) Responsibility accepted by Amy Thompson
 - c) Motion to approve the further exploration of a line of credit or other donors in the community by Violet Rudd, seconded by Josh Fletcher. Motion carried unanimously.
 - d) Motion to approve all members of the board to seek all avenues of receiving a line of credit and/or donation to the school by Josh Fletcher, seconded by Amy Thompson. Motion carried unanimously.
- 3. Action on Bills Outstanding - no action needed
- 4. Approval of Donations as needed - no action needed

VIII. Board Decisions (Discussion and Action Items)

Discussion Items:

A. Admin Update

- 1. Enrollment Update
 - a) Seats available in 1, 5, 6, 8
- 2. Marketing Update
 - a) Multiple community events scheduled in 2022
- 3. Academic Update
 - a) Growth of Students
 - b) Invention Convention at school Jan 7, 2022
- 4. Admin Job Descriptions
 - a) New job descriptions written for each of the admin positions

B. Deb Lawson contract approval

- 1. Pay was not changed because it is still a teaching position and pay is based on years of experience at teaching level.
- 2. Motion to terminate Deborah Lawson's current contract as of November 18, 2021 by Amy

Thompson, seconded by Josh Fletcher. Motion carried unanimously.

3. Motion to accept Debora Lawson's contract for 8th Grade classroom teacher to begin 19, November 21 through the end of August 2022 by Amy Thompson, seconded by Josh Fletcher. Motion carried unanimously.

C. Field Work Policy

1. Updated to require board approval for all overnight trips or field trips exceeding 150 miles from HCC
2. Add a question on the Field Work Preliminary Approval Form that says "Is the additional waiver if applicable attached?"

D. Building Update

1. Current approach officially belongs to the school
2. New exit that will be used starting Jan 3 has been completed
3. HCC Borrower's Resolution presented for approval
 - a) Target closing date currently January 19, 2022.

E. Playground Committee Update

1. Strip around culvert needs to be replaced
2. Rocks at edge of playground need to be moved
3. Changes to playground will take place once construction begins

Action Items:

A. Admin Update

- 1-3: No action needed
4. Motion to approve the 9 Admin Job Descriptions listed in the board packet as of 12/15/2021 at 9:06pm as presented by Amy Thompson, second by Josh Fletcher. Motion carried unanimously.

B. Deb Lawson Contract Approval

1. Motion to terminate Deborah Lawson's current contract as of November 18, 2021 by Amy Thompson, seconded by Josh Fletcher. Motion carried unanimously.
2. Motion to accept Debora Lawson's contract for 8th Grade classroom teacher to begin 19, November 21 through the end of August 2022 by Amy Thompson, seconded by Josh Fletcher. Motion carried unanimously.

C. Field Work Policy

1. Motion to amend Policy 2550 F1 with the two exceptions of exceeding 150 miles from HCC and adding requirement of additional waiver, and with the removal of state lines by Josh Fletcher, seconded by Alex Tull. Motion carried unanimously.

D. Building Update

1. Motion that the board approve the submitted resolution with the address change to the school's current address, 13590 N Government Way, Hayden, ID by Violet Rudd, seconded by Alex Tull.

Josh Fletcher: Aye

Violet Rudd: Aye

Alex Tull: Aye

Amy Thompson: Abstain

Joshua Dahlstrom: Aye

Motion carried unanimously.

E. Playground Committee Update

IX. Future Agenda Items

A. Admin Update Discussion

1. Enrollment
2. Student Performance
 - a) Academic
 - b) Culture

B. Construction Monitor Committee

C. Building Update

D. Playground Committee Update

X. Adjournment 10:22pm