



## Minutes of a Meeting of the Board of Directors

Wednesday, February 16, 2022

A session of the Board of Directors, Hayden Canyon Charter School, held Wednesday, February 16, 2022, at 7:00 p.m.  
Meeting held at 13590 N Government Way, Hayden, ID 83835.

- I. Open the Meeting 7:00 pm**
  - A. Board Members in Attendance:** Joshua Dahlstrom, Violet Rudd, Josh Fletcher, Alex Tull, Ryan Crandall
  - B. Board Clerk:** Bridgette Dahlstrom
  - C. Board Treasurer:** Lori Aldrich
  - D. Administrator:** Cynthia Lamb
- II. Pledge of Allegiance**
- III. Procedural Matters *Action***
  - A. Modification to agenda: Business Manager Matt Lovell unable to join until 8:15 has requested his portion be moved to that time.
    1. Motion to approve agenda with above modification by Josh Fletcher, seconded by Alex Tull. Motion carried unanimously.
  - B. Meeting to be held at regularly scheduled time: March 2nd, 7pm, at Hayden Canyon Charter.
- IV. Scheduled Delegations**
  - A. 8th Grade Fundraiser Presentation
    1. Kylie Swofford and Seira Pettis
    2. 8th Grade Graduation Field Trip to Silverwood
      - a) Catered food for Young Construction on Friday
      - b) Young will pay for food in advance, 8th grade students will cater breakfast, lunch, and snacks
      - c) To be held in front of the school away from construction
      - d) Food donations to be requested from grocery stores and local vendors
    3. 2nd idea = Bake sale at upcoming community night
    4. Goal \$1,000 to cover cost of students (\$40 per student for tickets)
      - a) Students will only receive a portion of funds if they donate food or assist on days of the event.
- V. Unscheduled Delegations (Audience to Address the Board)**
  - A. Lacey Protopappas - Valentine Grams Fundraiser Update
    1. Presale done in advance of fundraiser
    2. Sold around 875/880 total
      - a) Every classroom sponsored at least once
    3. Parents assisted in assembly
    4. Funds to be used for Middle School Dance
- VI. Consent Calendar *Action***
  - A. Motion to approve consent calendar by Ryan Crandall, seconded by Violet Rudd. Motion carried unanimously.
- VII. Motion to move into *Executive Session (d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code* by Violet Rudd, seconded by Josh Fletcher.**
  - A. Violet Rudd = Aye
  - B. Josh Fletcher = Aye
  - C. Alex Tull = Aye
  - D. Ryan Crandall = Aye

E. Joshua Dahlstom = Aye  
Executive Session entered at 7:18pm  
Executive Session exited at 10:00pm

Josh Fletcher stepped out of the meeting at 10:00pm  
Josh Fletcher rejoined the meeting at 10:03pm

## **VIII. Budget and Finance**

### **A. Information Items**

1. Business Manager Report - to be tabled until Matt Lovell joins the meeting
  - a) Not many differences to this budget
    - (1) Net income has remained steady and budget is where needs to be for the year
    - (2) State payment received this afternoon
    - (3) Federal funds request received
    - (4) BLUUM in process of submitting Nov/Dec
      - (a) January has been requested
    - (5) Employee Retention Credit documentation has been submitted
    - (6) PPP Loan has been forgiven
  - b) Finance Audit Letter
    - (1) Quest CPA requesting 2 year agreement with them as auditor
      - (a) Quest CPA agreement can be signed or board can seek bids from other auditors
      - (b) Matt says it is beneficial to have an auditor familiar with charter schools and having consistency with auditor
      - (c) Standard is to engage for 3-5 years
      - (d) Matt recommends going with Quest CPA for an additional 2 years and then seeking bids again.
    - (2) Lori Aldrich also recommends staying with same company for a couple more years before looking for another auditor.
2. Bills Outstanding - none at this time

### **B. Action Items**

1. Action on Business Manager Report
  - a) Motion to approve the Finance Audit Letter retaining Quest CPA by Ryan Crandall, seconded by Josh Fletcher. Motion carried unanimously.
2. Action on Bills Outstanding - no action needed
3. Approval of Donations as needed - no action needed

## **IX. Board Decisions (Discussion and Action Items)**

### **A. 8th Grade Fundraiser Presentation**

1. Motion to approve the two 8th Grade Silverwood Fundraising options presented today by Ryan Crandall, seconded by Josh Fletcher. Motion carried unanimously.

### **B. Approve Emergency Closure Jan 19th and 20th**

1. According to state any emergency closure must be brought before the board and acknowledged by the board
2. No action taken but the Board acknowledges the emergency closure occurred

### **C. Early Dismissal for Foreign Language Course**

1. Cynthia did research and could not find any other charter schools that allow it for elementary
2. This is an option for older students since credit can be given
3. Proposed Idaho Code allows this to start in 5th grade with proficiency in academic requirements met
4. No action taken - the request fails
  - a) Parent to be notified that the based on Administrator's input, attendance policy, and state reporting policy request failed before the board. The board is seeking ways to say yes, but at this time does not have a way to do so.

Matt Lovell joined the meeting at 10:15pm

- Business Manager's report given.
  - D. Admin Update
    - 1. Current Enrollment Update
    - 2. Lottery Application Update
    - 3. Federal Programs monitoring took place on 2/9/2022 - went very well.
    - 4. Upcoming event overview.
    - 5. Administration looking at hiring long term sub to cover the .4 music position

Matt Lovell left the meeting at 10:45pm

- E. Jesse Hampsch Resignation
  - 1. Will not be renewing his contract for the 2022-2023 school year
  - 2. No action needed
- F. Policy Regarding PDA
  - 1. Ryan recommends adding a bullet point to Student Discipline Policy, Policy 3330 regarding PDA and appropriate behavior.
  - 2. Motion to revise Policy 3330 to include the following sentence: "Public displays of affection including, but not limited to, kissing, groping, fondling, or other romantic or intimate behaviors" by Ryan Crandall, seconded by Violet Rudd. Motion carried unanimously.
- G. Building Update
  - 1. Building permit potentially delayed by 1 week which may potentially delay start of school by 1 week.
- H. Construction Monitor Committee Update
  - 1. Preparation for construction has started
  - 2. Construction Monitor Committee meetings are going well.
    - a) Meetings held every other Friday to go over contracts.
    - b) Contracts will be provided to the board as they become available.
- I. Playground Committee Update
  - 1. Approval received to use the field to the north for the playground area

**X. Adjournment 11:18pm**