



Agenda of a Meeting of the Board of Directors

Wednesday, March 16, 2022

A session of the Board of Directors, Hayden Canyon Charter School, held Wednesday, March 16, 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, Violet Rudd
 - B. Board Clerk:** Bridgette Dahlstrom
 - C. Board Treasurer:** Lori Aldrich
 - 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 for March 16th by Alex Tull, seconded by Josh Fletcher. Motion carried unanimously.
 - B. Motion to set the next regularly scheduled board meeting to the 3rd Wednesday every month, with the option to hold a meeting on the 1st Wednesday of the month by Alex Tull, seconded by Violet Rudd. Motion carried unanimously.
- IV. Scheduled Delegations**
- V. Unscheduled Delegations (Audience to Address the Board)**
 - A. Lacey Protopappas: Parent Crew & Foundation Update
 - 1. 2 Raffles for April
 - a) Pair of Gala Tickets (to be held end of April)
 - (1) 1 entry for \$10, 3 entries for \$20
 - b) Spring Gala Raffle Baskets
 - (1) Items for baskets to be provided by grade levels
 - (2) \$1 per ticket or \$6 for 5 tickets
- VI. Consent Calendar Action**
 - A. Motion to approve the consent calendar from March 2 by Josh Fletcher, seconded by Violet Rudd. Motion carried unanimously.

Note: Executive session to be moved to later in the agenda due to need for quorum. Motion for executive session will be entertained after additional board member arrives.

- I. Executive Session:** Motion to move into Executive Session according to Idaho code §74-206(1)(d) *To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code* by Josh Fletcher.
 - A. Jason Ball - Yay
 - B. Alex Tull - Yay
 - C. Josh Fletcher - Yay
 - D. Violet Rudd - Yay
 - E. Joshua Dahlstrom - Yay

Executive Session entered at 7:26pm - Cynthia Lamb, Briana Pearson, and Lori Aldrich asked to remain in executive session

Motions from Executive session:

- A. Motion to schedule a hearing for student A5210220 status on April 6th or April 20th by Alex Tull, seconded by Josh Fletcher. Motion carried unanimously.

B. Motion to adjust the employment of employee C520202 effective immediately by Jason Ball, seconded by Violet Rudd. Motion carried unanimously.
Executive Session exited at 8:19pm

VII. Budget and Finance

A. Information Items

1. Business Manager Report
 - a) 7% operating margin
 - b) Funds from Federal and State still to be received

Jason Ball joined the meeting at 7:16pm

2. Employee Retention Credit Review & Action
 - a) Joshua Dahlstrom recommend he be authorized to do discovery on the ERC and to take action based upon the discovery
 - b) Question asked if the board can pursue it on their own, saving the cost of the preparation fee
 - (1) Advisement from Matt is that board should ask their CPA if they could/would be able to pursue the ERC
 - c) Motion to authorize Joshua Dahlstrom to go on a fact finding mission regarding the Employee Retention Credit and at his discretion he may initiate a contract by Violet Rudd, seconded by Josh Fletcher. Motion carried unanimously.

1. Bills Outstanding - none at this time

B. Action Items

1. Action on Business Manager Report - no action needed
2. Action on Bills Outstanding - no action needed
3. Approval of Donations as needed - no action needed

Note: Motion for Executive session entertained at this time as noted above.

VIII. Board Decisions (Discussion and Action Items)

A. Admin Update

1. Policy 2550: Approval requested for new fieldwork radius
 - a) Motion to approve the modification to Policy 2550 to extend the radius of fieldwork to include 150 miles rather than current state line limitation by Jason Ball, seconded by Violet Rudd. Motion carried unanimously.
2. Maternity Dress Code: Approval requested for staff dress code exception
 - a) Motion that the board approve requested dress code exemption for Briana Pearson by Violet Rudd, seconded by Josh Fletcher. Motion carried unanimously.
3. Motion to form Administrator Evaluation Committee by Josh Fletcher, seconded by Alex Tull. Motion carried unanimously.
 - a) Nomination of Josh Fletcher to Administrator Evaluation Committee by Joshua Dahlstrom
 - (1) Nomination accepted by Josh Fletcher
 - b) Motion to install Josh Fletcher as chair of Administrator Evaluation Committee by Alex Tull, seconded by Jason Ball. Motion carried unanimously.
 - c) Nomination of Joshua Dahlstrom to Administrator Evaluation Committee by Alex Tull.
 - (1) Nomination accepted by Joshua Dahlstrom
 - d) Motion to install Joshua Dahlstrom to Admin Eval Committee by Josh Fletcher, seconded by Jason Ball. Motion carried unanimously.
4. Considering earlier release times (2:45 for K-2, 3:30 for 3-5, 3:45 for 6-8)
 - a) After school clubs or tutoring as needed for younger students
 - b) Calendar will be presented to staff for initial feedback
 - c) Parents will be asked for feedback via survey after staff feedback is received

- B. Construction Monitor Committee Update
 - 1. Building addition will not be completed on time - current projection is after Christmas Break
 - 2. One final traffic study needed to show the 3 pickup times projected for next year
- C. Board Member Selection Committee Update - no update at this time
 - 1. 3 positions coming open
 - a) Joshua Dahlstrom intends to request to stay in the seat
 - b) Jason Ball intends to vacate the seat if someone else is willing to take the seat, but is willing to continue if there is no other interest
 - c) Amy Thompson currently does not intend to continue
- D. Business Support Committee Update
 - 1. Committee has been focus on marketing and community involvement
 - a) Participated in the CDA St. Patrick's Day Parade
 - b) Staff member looking into having students create floats for 4th of July & Christmas Parades with invites for students to be in parade
- E. Foundation Update
 - 1. Foundation committee will meet this coming week - more updates at next board meeting
 - 2. Middle School Dance on April 21st
 - 3. Foundation & Parent Crew working to gather items for Gala
- F. Growth & Expansion Committee Update
 - 1. Construction moving forward slowly
 - 2. Lottery in progress with no issues at this time
 - 3. Shed will need to be rented to store items that will not fit in building until expansion is complete
- G. Policy Committee Update
 - 1. No update at this time aside from previously discussed
- H. Public Relations Committee Update
 - 1. No updates at this time
 - 2. Committee asked to schedule 15 minute zoom call of "What's Coming" for the next week with Cynthia Lamb and Joshua Dahlstrom
- I. School Clubs Committee Update
 - 1. Ski Club going well
 - a) A few injuries this season
 - b) Parents and students are happy and enjoying their time on the mountain
 - c) Comments from mountain regarding appreciation of HCC students being respectful
 - 2. Reading Club
 - a) Students involved and enjoying their time in the club
 - 3. Cross Country Club
 - a) Need new person to be club advisor

IX. Future Agenda Items

- A. Review & Approval of Leo's Contract
- B. Administrator Evaluation Committee Report
- C. Review of current Board Committees

X. Adjournment 9:29pm