



Minutes of a Meeting of the Board of Directors

Wednesday, October 19, 2022

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

I. Open the Meeting 7:01pm

- A. Board Members in Attendance: Alex Tull, Ryan Crandall, Violet Rudd, Colleen Kolobow, Nathan Wright, Paula Conley, Josh Fletcher
- B. Board Clerk: Bridgette Dahlstrom
- C. Operational Director: Bill Rutherford

II. Pledge of Allegiance

III. Procedural Matters Action

- A. Motion to approve the Agenda by Alex Tull, seconded by Nathan Wright. Motion carried unanimously.
- B. Motion to for next board meeting on November 16, 2022 at 7:00pm by Colleen Kolobow, seconded by Alex Tull. Motion carried unanimously.

IV. Scheduled Delegations

- A. Presentations
 - 1. W.I.N. Presentation by Mica Clarkson
 - a) Overview of MTSS process
 - b) Explanation of W.I.N. and the steps used to evaluate students
 - c) Overview of how support is provided for each grade band
 - (1) Currently focused on Literacy W.I.N.
 - (2) Goal to roll out Math W.I.N. in January
 - 2. 5th Grade Fundraiser presented by Bill Rutherford on behalf of 5th Grade Teachers
 - a) 5th Graders going to MOSS (McCall Outdoor Science School)
 - (1) Learning about Outdoors
 - (2) Cost is \$294 per child
 - b) Put on by University of Idaho
 - c) School will receive 40% of all sales
 - 3. Dance Club Proposal presented by Katelyn Littlefield (8th Grade HCC Student)
 - a) Requesting Dance Club be started at HCC
 - (1) Club held Wednesdays at 4:15pm in Cafetorium once available
 - (a) Will begin in classroom to start
 - (2) Open to Middle School to start
 - (a) Potential to open to other grade levels in the future
 - (3) Maximum of 30 students to start
 - (a) Future expansion possible with Cafetorium and additional adult assistance
 - b) Club Advisor: Mica Clarkson
 - c) Goal for Middle School students to become dance teachers in the future
 - 4. Parent Crew presentation by Lacey Protopappas (Parent Crew President)
 - a) Update on Kitchen Fundraiser
 - (1) Between various sources funds for Kitchen have been raised
 - (2) \$14,595 raised by 88 students during the online fundraiser
 - b) Middle School Dance is the next of Parent Crew's Focus
 - c) Next fundraiser will start in January
- B. *Discussion and Action (if any)*

1. W.I.N. Presentation - no action needed
2. Motion to accept the proposal for the 5th Grade Fundraiser for Chico Bags by Alex Tull, seconded by Colleen Kolobow. Motion carried unanimously.
3. Motion to approve the Dance Club for HCC by Alex Tull, seconded by Violet Rudd. Motion carried unanimously.
4. Parent Crew - no action needed

V. Unscheduled Delegations (Audience to Address the Board)

- A. None

VI. Consent Calendar Action

- A. Motion to approve the consent calendar with the change of “Nathan Tull” to “Nathan Wright” by Violet Rudd, seconded by Nathan Wright. Motion carried unanimously.

VII. Budget and Finance

A. Information Items:

1. Auditor Presentation - should be ready by November’s meeting
2. Business Manager’s Report
 - a) Enrollment number is lower than anticipated
 - b) State revenue will be lower than expected for November payment
 - (1) November payment expected to be approximately \$300,000
 - c) Monty working with bond holders
 - d) Review of finances to be done during October 20th finance meeting
3. Yorgason Law Invoices
 - a) \$280 for legal counsel
4. Information Only: \$1,630 from Triple Play Fundraiser

B. Action Items:

1. Action on Business Manager’s Report - no action needed
2. Motion to approve the funds for the Yorgason Law Invoices by Josh Fletcher, seconded by Nathan Wright. Motion carried unanimously.

VIII. Board Decisions (Discussion and Action Items)

A. Admin Update

1. Policy Review
 - a) 2550 & 2550P recommended updates
 - (1) Update Field Trips to Field Work
 - (2) Update Excursions to Expeditions
 - (3) Update Mental Disabilities to Intellectual Disabilities
 - (4) Policy needs to be updated to reflect terms in Updated Form
 - (5) Would like to have Procedure updated to allow a single form to give permission for the entire school year instead of individual forms.
 - (6) Administration to provide draft policy with changes for November 16 meeting.
 - b) No action needed at this meeting
2. Curriculum Committee Candidate Approval
 - a) Phonics and Word Work foundations not strong enough in adopted EL Curriculum
 - (1) Additional resources needed to provide optimal student learning
 - b) Recommendation from board that Administration create guidelines and expectations for committee members
 - c) Bill will bring final member recommendations to the next board meeting for approval
 - d) Nomination of Paula Conley as Board Representative on Curriculum Committee by Alex Tull
 - (1) Nomination accepted by Paula Conley
 - e) Motion to appoint Paula Conley as Board Director to the Curriculum Committee by Violet Rudd, seconded by Nathan Wright. Motion carried unanimously.
3. Approval of Michelle Hull as Instructional Coach
 - a) Will help train experienced teachers and nurture new teachers
 - b) Can have conversations with teachers about what is not working without them being evaluative

- c) Will help with student retention by improving teacher skills
- d) Will help guide teacher learning during professional development
- e) Funding will come from REAP and ESSR funds
- f) Motion that the board accept the Administration's recommendation of Michelle Hull as instructional coach by Alex Tull, seconded by Josh Fletcher. Motion carried unanimously.

B. Custodial Pay Review

- 1. Currently have 2 candidates for part time custodian position
- 2. Services would be provided 4 hours every night
- 3. Recommendation by Bill to move forward with interviewing candidates

C. Hiring of a School Nurse

- 1. No applicants at this time

D. Survey for Staff & Teachers

- 1. Survey adheres to the Fall survey requirement by the State
- 2. Board to review questions from last year and make recommendations for updates a November 16 meeting

E. Policy Review

F. Committee Updates

1. Admin Action Teams

- a) Community Building/Friendraising
- b) Instructional Rigor & Student Success
- c) Play, Park, and Patrol
- d) Clubs
- e) Exhibitions
- f) Grant Writing & Fundraising

2. Board Committees

- a) Attendance committee has not had a need to meet yet
- b) Construction committee reports that the building is moving along, the 1st floor is closer to completion than the 2nd floor.

IX. Motion to enter into Executive Session pursuant to Idaho code §74-206(1)(b) *To hear complaints brought against a staff member as allowed in chapter 1, title 74, Idaho Code* by Alex Tull, seconded by Nathan Wright.

Paula Conley: Aye

Alex Tull: Aye

Josh Fletcher: Aye

Violet Rudd: Aye

Nathan Wright: Aye

Colleen Kolobow: Aye

Ryan Crandall: Aye

Executive session entered at 8:48pm

Executive session exited at 9:40pm

Public returned to the meeting at 9:40pm

Action from Executive Session:

- A. No action was taken by the board during the executive session. The board determined any action needed on the information presented to the board will be done by Administration.
- B. No action was taken by the board after exiting executive session.

X. Adjournment 9:41pm