



Minutes of a Meeting of the Board of Directors

Wednesday, November 9, 2022

A session of the Board of Directors, Hayden Canyon Charter School, held Wednesday, November 9, 2022, at 7:00 p.m.
Meeting to be held at 13590 N Government Way, Hayden, ID 83835.

- I. Open the Meeting 7:00 pm**
 - A. Board Members in Attendance: Ryan Crandall, Violet Rudd, Alex Tull, Colleen Kolobow, Nathan Wright, Paula Conley
 - B. Board Clerk: Bridgette Dahlstrom
 - C. Operational Director: Bill Rutherford
- II. Pledge of Allegiance**
- III. Procedural Matters *Action***
 - A. Motion to approve the October 19, 2022 agenda by Alex Tull, seconded by Violet Rudd. Motion carried unanimously.
 - B. Motion to schedule the next meeting for December 14 at 7:00 pm by Colleen Kolobow, seconded by Violet Rudd. Motion carried unanimously.
- IV. Scheduled Delegations**
 - A. 1st Grade Presentation - moved to December meeting
- V. Unscheduled Delegations (Audience to Address the Board)**
 - A. None
- VI. Consent Calendar *Action***
 - A. Motion to approve minutes from October 19, 2022 by Alex Rudd, seconded by Nathan Wright. Motion carried unanimously.
- VII. Budget and Finance**
 - A. Information Items:**
 1. Auditor's Report Overview by Tim from Quest CPA
 - a) Audit was very smooth
 - b) Review of provided Audit Report - accurately reflects financial position of the school as of June 30, 2022.
 - c) No issues identified during the audit.
 - d) No issues with school being able to meet obligations to make bond payments.
 2. Business Manager's Report
 - Josh Fletcher joined the meeting at 7:46pm
 - a) Moving funds from Student Hardware to Software
 - (1) To purchase Securly Classroom (similar to GoGuardian)
 - (2) 3 vendors considered, Securly recommendation from 3 vendors
 - B. Action Items:**
 1. Action on Auditor's Report
 2. Action on Business Manager's Report
 - a) Motion to move \$4,000 from Student Hardware to Student Software in the annual budget by Violet Rudd, seconded by Nathan Wright. Motion carried unanimously. **Board Decisions (Discussion and Action Items)**
- VIII. Board Decisions (Discussion and Action Items)**
 - A. Admin Update
 1. Recommended updates to Policy 2550

- a) Changes to include adding “off site” to application process
 - b) Changing board approval to be outside 150 mile radius
 - c) Motion to accept the proposed changes by Administration to policy 2550 by Alex Tull, seconded by Paula Conley. Motion carried unanimously.
2. Recommended updates to Policy 2550P
 - a) Motion to accept recommendation of Administration's changes to policy 2550P to include within to without and the term off site Fieldwork by Alex Tull, seconded by Josh Fletcher. Motion carried unanimously.
3. Approval of Curriculum Committee Member recommendations
 - a) Administration is requesting all parents who expressed interest in being on Curriculum Committee be approved as committee members.
 - b) Still looking for a community member to join the committee (cannot be a parent or have any background as an educator)
 - (1) Bill will find a candidate to bring to the board for approval
 - c) Motion to approve the list of members that has been selected by Bill Rutherford for the curriculum committee to include the nomination from the board by Alex Tull, seconded by Josh Fletcher. Motion carried unanimously.

Concern raised by Board Advisor that members of public are voicing that there was no notice of meeting date change posted to website or Facebook.

- Clerk verified that Facebook event was updated on website, Facebook Events timeline, and note posted in Facebook Event comments on November 3, 2022. This date is 6 days prior to the meeting taking place which adheres to open meeting law requirement to post notice a minimum of 5 days in advance.
- Screenshots of these notifications support the posting date.

4. Staff Recommendations
 - a) Kimberly Lies as .8 Title Para
 - (1) Replacing prior approval who is not able to start her position
 - (2) Motion to approve admin's recommendation for Kimberly Lies as .8 Title Para by Josh Fletcher, seconded by Violet Rudd. Motion carried unanimously.
 - b) Kayla Doerrer as .49 Para
 - (1) Replacement for Para who no longer works at Hayden Canyon Charter
 - (2) Has been subbing for a couple weeks
 - (3) Motion to approve .49 para Kayla Doerrer as recommended by Administrator by Josh Fletcher, seconded by Nathan Wright. Motion carried unanimously.
 - c) Pei Wen Norton as .44 Teacher's Assistant
 - (1) Wide variety of professional experience
 - (2) Has subbed for Hayden Canyon Charter
 - (3) Motion to approve Pei Wen Norton as .44 Teacher's Assistant as recommended by Administrator by Josh Fletcher, seconded by Colleen Kolobow. Motion carried unanimously.
5. Communications with LHD & Young regarding parents turning right
 - a) Meeting to be held soon between the school, board member reps, and LHD to determine what is needed to obtain the certificate of occupancy for the new building.
 - b) LHD has said we are doing what we need to, families need to keep turning right as requested.
 - c) No action needed or taken.

B. CIP Plan

1. Requirement for Continuous Improvement Plan be created by Administration on an annual basis
2. Performance targets for 2022-2023 are rigorous
 - a) Targets align with petition to the state
 - b) Long term goal for over 85% (ideally 90%) of 3rd grade students able to read
3. Motion to approve the CIP for the 2022-2023 year as presented by Administration by Alex Tull, seconded by Colleen Kolobow. Motion carried unanimously.

C. Policy Review

D. Staff Engagement Survey

1. Recommendations for Change
 - a) Operational Director to Principal
 - b) Remove section 2 (Questions regarding Vice Principal)
2. Purpose of surveying staff
 - a) Allows board to collect feedback from Staff without violating open meeting laws
 - b) Allows staff opinions to be considered as part of Administrator Evaluation
3. Survey to be sent to staff on December 7th, 2022.
4. No action needed or taken.

E. 2023-2024 Lottery

1. Motion to schedule Draw Date for March 6, 2023 for lottery by Violet Rudd, seconded by Alex Tull. Motion carried unanimously.
2. Motion to set the Application Date for the lottery to open December 3, 2022 by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.

F. Committee Updates

1. Building committee: board members walked through building today
2. December 14th anticipated move in date
3. Hoping to hold classes in new building when students return from Winter Break

G. October 19, 2022 meeting

1. Possible Motion for Board to declare a violation of the Open Meeting Laws of the state of Idaho during the Board Meeting on 10/19/22.
 - a) Concern that there was potential for perception that was taken during the executive session at the previous meeting.
 - b) Discussion with administrator and board chair determined this is not a concern.
2. Possible Motion to declare void action taken during the Board Meeting on 10/19/22 due to possible violation of Open Meeting Laws.
 - a)
3. Executive Session: Motion to enter Executive Session to consider personnel matters exempt from disclosure under Idaho Code § 74-206 (1)a by Violet Rudd. Roll call vote to be taken:
Nathan Wright - Aye
Paula Conley - Aye
Alex Tull - Aye
Josh Fletcher - Aye
Violet Rudd - Aye
Colleen Kolobow - Aye
Ryan Crandall - Aye

Executive Session entered at 9:06pm

Paula Conley exited executive session at 9:07pm

Paula Conley rejoined executive session at 9:08pm

Bill Rutherford and Joshua Dahlstrom invited to join the meeting at 9:18pm

Executive session exited at 9:32pm

Public finished returning to the room at 9:33pm

IX. Future Agenda Items

- A. 1st & 2nd Grade Presentations
- B. Board Training
- C. ISBA Conference Updates
- D. Policy Review
 1. Admin Evaluation Policy and Process
 2. Student Technology Policy and Bring Your Own Device Policy
- E. Staff Survey Response Review
- F. Committee Updates

1. Attendance Committee
2. Building Committee
3. Curriculum Committee

X. Adjournment 9:37pm

DRAFT