



Minutes of a Meeting of the Board of Directors

Wednesday, April 19, 2023

A session of the Board of Directors, Hayden Canyon Charter School, held Wednesday, April 19, 2023, 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:** Ryan Crandall, Alex Tull, Nathan Wright, Paula Conley, Violet Rudd (via Zoom)
 - B. Board Clerk:** Bridgette Dahlstrom
 - C. Board Advisor:** Joshua Dahlstrom
 - D. Operational Director:** Bill Rutherford
 - E. Business Manager:** Matt Lovell via Zoom at 7:20pm
- II. Pledge of Allegiance**
- III. Procedural Matters *Action***
 - A. Motion to approve the agenda with the corrections to remove the 7th Grade Presentation and move the Business Manager's report to when the business manager arrives by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - B. Motion to set the next regular meeting for Tuesday, May 16, 2023, 7:00pm at Hayden Canyon Charter by Alex Tull, seconded by Violet Rudd. Motion carried unanimously.
- IV. Scheduled Delegations**
 - A. 7th Grade Presentation - removed from this agenda as motioned above
- V. Action on Scheduled Delegations**
 - A. 7th Grade Presentation - removed from this agenda as motioned above
- VI. Unscheduled Delegations (Audience to Address the Board)**
 - A. Lacey Protopappas
 - 1. Introduced herself as Parent CREW lead
 - 2. Update of events
 - a) Craft Fair on April 29th
 - b) Middle School Dance May 4th
 - c) Teacher Appreciation Week in May
 - B. Crystal Poland
 - 1. Observed a suspicious individual on a dirt bike at the stop sign looking at the children on the field.
 - 2. Came to the school to report the individual and found out they were scheduled to be a guest speaker for HCC students.
 - 3. Would like staff to make sure parents are aware of guest speakers coming to their classroom.
- VII. Consent Calendar *Action***
 - A. Motion to approve items A, B, and C of the consent calendar by Nathan Wright, seconded by Alex Tull. Motion carried unanimously.
- VIII. Budget and Finance**
 - A. Information Items:**
 - 1. Business Manager's Report
 - a) Expected to receive a larger payment in July due to increase in enrollment since the start of the school year.
 - 2. Transfer \$8,000 from 420- Transportation Supplies (Fuel) to 340b-Transportation Field Work
 - a) Bus has not used as much fuel as budgeted

B. Action Items:

1. Action on Business Manager's Report
 - a) No action needed
2. Motion to transfer \$8,000 from line item 420 to line item 340b by Alex Tull, seconded by Nathan Wright. Motion carried unanimously.
3. Accept Donations
 - a) \$1,000 from Kootenai Masonic Lodge
 - (1) 6th Grade Leadership team visited the Lodge and requested the funds for their PBL
 - (2) Motion to approve the donation for \$1,000 from the Kootenai Masonic Lodge by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - b) Motion to approve \$154.00 from Land's End by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.

IX. Board Decisions (Discussion and Action Items)

A. Admin Update

1. 8th Grade Trip to Glacier
 - a) Classes will be going on an overnight trip to Glacier National Park
 - b) Chaperones and Food are already planned for
 - c) Motion to approve the 8th Grade Trip to Glacier National Park by Alex Tull, seconded by Paula Conley. Motion carried unanimously.
2. Field Work Chocolate Fundraiser
 - a) 8th Grade class raising funds to cover their trip to Glacier, a rafting trip, and a rock climbing trip
 - b) Motion to approve the Field World's Finest Chocolate Fundraiser by Nathan Wright, seconded by Alex Tull. Motion carried unanimously.
3. 2023-2024 Staff Recommendations
 - a) Carleigh Waites as ½ Day Kindergarten Teacher
 - (1) Motion that the board approve Carleigh Waites as a Kindergarten teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - b) Dawn Minter as 1st Grade Teacher
 - (1) Motion that the board approve Dawn Minter as a 1st Grade Teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - c) Jack Humphrey as 1st Grade Teacher
 - (1) Motion that the board approve Jack Humphrey as a 1st Grade Teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - d) Melinda Alden as 1st Grade Teacher
 - (1) Motion that the board approve Melinda Aldin as a 1st Grade Teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - e) Carol Butler as 1st Grade Teacher
 - (1) Motion that the board approve Carol Butler as a 1st Grade Teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - f) Julie Cooper as 3rd Grade Teacher
 - (1) Motion that the board approve Julie Cooper as a 3rd Grade Teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - g) Neko Wells as Special Education Teacher
 - (1) Motion that the board approve Neko Wells as a Special Education Teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - h) Jordyn Crane as .5 FTE Special Education Teacher and .5 FTE Title Teacher
 - (1) Motion that the board approve Jordyn Crane as a ½ time SpEd, ½ time Title Teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - i) Jennelle Cavanaugh as a Paraprofessional
 - (1) Motion that the board approve Jennelle Cavanaugh as a Paraprofessional by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.

- j) Heather Blue as Middle School Math Teacher
 - (1) Motion that the board approve Heather Blue as a Middle School Math Teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
 - k) Kristin Gibney as Middle School ELA Teacher
 - (1) Motion that the board approve Kristin Gibney as a Middle School ELA Teacher by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
- 4. Approve CIP Metrics
 - a) The state requested the previously approved CIP be updated to include a “N/A” in a box.
 - b) Motion to accept and approve the CIP for 2022-2023 as posted by Alex Tull, seconded by Nathan Wright. Motion carried unanimously.
- 5. Approve CIP Narrative
 - a) Included in the item above.
- B. Temporary Board Member Appointee
 - 1. No board member appointed at this meeting
- C. Mica Clarkson Compensation Request
 - 1. Alex had a conversation with business manager, Matt Lovell
 - a) The school can afford the increase in the stipend if the board should choose
 - b) Recommendation by Alex that the board pay back pay for additional individuals in a single check and
 - c) Motion that Mica Clarkson’s stipend agreement be modified to represent the additional three of supervised employees, for a total of 10 employees, for the 2022-2023 school year with one payment prorated to bring her current and the remainder to be paid through the remainder of the year by Alex Tull, seconded by Nathan Wright. Motion carried unanimously.
- D. 2022-2023 Continuous Improvement Plan
 - 1. Item discussed and actioned during Admin update
- E. Policy Review
 - 1. Attendance Policy
 - a) Attendance at 98.2% for the 2022-2023 school year
 - b) Funding goes back to ADA starting in Fall 2023
 - c) No modifications being requested by Administration or advised by the board
- F. Committee Updates
 - 1. Attendance Committee
 - a) No updates at this time
 - 2. Construction Committee
 - a) Young Construction will be redoing gutters to resolve water intrusion issue
 - b) Traffic Concerns: Traffic study shows no recommendation for intersection of Community Way and Government due to minimal impact of school traffic.
 - (1) Traffic study states most parents turn right
 - 3. Curriculum Committee
 - a) Last meeting of committee was Curriculum Workshop
 - b) Bill sent a letter to parents sharing where committee stands
 - c) Bill will have binder with new curriculum done before end of April/beginning of May
 - (1) Committee will review the curriculum created by Bill at their next meeting
 - (2) Bill has met with 30+ parents regarding their thoughts and position on the We Are CREW curriculum.
 - 4. Board Member Selection Committee
 - a) Two individuals have submitted their resumes and seem very interested
 - b) Committee has not interviewed individuals yet
- X. **Motion to move into Executive Session per Idaho code §74-206(1)(d) [To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code](#) by Nathan Wright**

Roll Call Vote

Paula Conley: Aye

Alex Tull: Aye

Violet Rudd: Aye
Nathan Wright: Aye
Ryan Crandall: Aye

Executive Session Entered at: 8:21pm
Joshua Dahlstrom Invited to join at: 8:22pm
Executive Session Exited at: 10:00pm
Public rejoined the meeting at 10:01pm

A. *Action from Executive Session*

1. Motion to approve the administrator stipend in the amount of \$12,000 to be paid out in the first pay period in July by Alex Tull, seconded by Nathan Wright. Motion carried unanimously.

XI. Future Agenda Items

- A. Policy 3281
- B. Administrator Evaluation Submission Status
- C. Board Member appointed to Parent CREW

XII. Adjournment 10:04pm