



Agenda of a Meeting of the Board of Directors

Wednesday, October 18, 2023

A session of the Board of Directors, Hayden Canyon Charter School, held Wednesday, October 18, 2023, at 7:00 p.m.
Meeting to be held at 13590 N Government Way, Hayden, ID 83835.

- I. Open the Meeting**
 - A. Board Members in Attendance: Ryan Crandall, Alex Tull, Matt George, Violet Rudd, Nathan Wright, Colleen Kolobow (via Zoom)
 - B. Board Clerk: Bridgette Dahlstrom
 - C. Operational Director/Principal: Bill Rutherford
 - D. Business Manager: Matt Lovell
- II. Pledge of Allegiance**
- III. Procedural Matters *Action***
 - A. Motion to approve the agenda as written by Nathan Wright, seconded by Colleen Kolobow. Motion carried unanimously.
 - B. Motion to set the next board meeting for November 15 at 7pm by Violet Rudd, seconded by Colleen Kolobow. Motion carried unanimously.
 - C. Motion to set November Board training for November 10, 2023 from 2:00-4:00pm by Alex Tull, seconded by Matt George. Motion carried unanimously.
- IV. Unscheduled Delegations (Audience to Address the Board)**
- V. Scheduled Delegations (Action may be taken as decided by Board)**
 - A. 6th Grade Presentation
 - 1. Not in attendance this evening, presentation postponed.
- VI. Consent Calendar *Action***
 - A. Motion to approve the consent calendar items A and B by Alex Tull, seconded by Matt George. Motion carried unanimously.
- VII. Budget and Finance**
 - A. Information Items:**
 - 1. August Business Manager's Report
 - a) Adjustments made to the report due to converting some of the previously contracted services to be provided by in-house employees.
 - 2. September Business Manager's Report
 - a) Custodial services expense will be reduced due to services now being provided by in-house employees.
 - b) Budget will need to be adjusted based on enrollment numbers.
 - 1. 2022-2023 Audit
 - a) No concerns found during the audit, everything looks good
 - b) 990 will be filed with the IRS before the November 15th deadline
 - c) Tim to be invited to November board meeting
 - B. Action Items:**
 - 1. August Business Manager's Report
 - a) No action taken
 - 2. September Business Manager's Report
 - a) No action taken
 - 3. 2022-2023 Audit
 - a) No action taken

VIII. Board Decisions (Discussion and Action Items)

- A. Parent Crew (PTO) Update
 - 1. New Officers
 - a) President: Heather Erikson
 - b) Vice President: Jessican Taranto
 - c) Secretary: Open Position
 - d) Volunteer Coordinator: Heather King
 - 2. Gala will be April 26, 2024
- B. Kootenai Outdoor Learning Update
 - 1. Still looking for land so there is an address to place on the petition
 - a) The KOL board has individuals in Real Estate and Finance assisting
- C. Admin Update
 - 1. Assessment and Intervention processes have been changed
 - 2. Fall Screener Results
 - a) Over 60% of students are at Grade level, or higher
 - b) Less than 5% of students need intensive interventions
 - c) Screener data is reviewed with teachers - students are reviewed individually to determine what their needs are and how best they can be supported
 - d) Weekly progress monitoring for students who are below grade level
- D. Personnel Recommendations
 - 1. None for this meeting
- E. Back to School Plan
 - 1. Administrative updates need to be made regarding
 - 2. Review date to be updated and new version posted to website
- F. Policies
 - 1. Health Policies
 - a) To be reviewed against current policies and then discussed with response staff:
 - (1) Narcan Protocol
 - (2) OTC Medication Procedure
 - (3) Asthma Attack Procedure
 - (4) Emergency Treatment of Trauma Procedure
 - (5) Emergency Treatment of Seizure Procedure
 - (6) Anaphylaxis Procedure
 - b) Policies recommended for review:
 - (1) 3510F1 - Authorization for Self-Administration Medication
 - (2) 3510F2 - Indemnification/Hold Harmless Agreement for Self-Administered Medication
 - 2. Policy 3295P - Hazing, Harassment, Intimidation, Bullying, Cyber Bullying
 - a) This is the procedure that goes along with the adopted Policy 3295
 - 3. Policy 4210F1 - Fee Schedule for Community Use of School Facilities
 - a) Initial draft has been created, Bill has been tasked with creating individual fee schedule
- G. Committee Updates
 - 1. Board Member Selection Committee
 - a) No new applications have been received
 - 2. Construction Committee
 - a) No updates or comments from review of traffic impact analysis
 - 3. Curriculum Committee
 - a) Motion that the board remove the list as provided by Administration of committee members no longer eligible to serve on the Curriculum committee by Alex Tull, seconded by Violet Rudd. Motion carried unanimously.
 - b) Motion that, on Administration's recommendation, members listed be appointed to the Curriculum Committee by Alex Tull, seconded by Matt George. Motion carried unanimously.

I. 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 Alex Tull

Roll Call Vote:

Nathan Wright: Aye

Violet Rudd: Aye

Colleen Kolobow: Aye

Alex Tull: Aye

Matt George: Aye

Ryan Crandall: Aye

Executive session entered at 8:51pm

Executive session exited at 9:11pm

Public rejoined at 9:12pm

IX. Future Agenda Items

A. Tim from Quest CPAs

B. Policies

1. Health Policies 2nd Review
2. Policy 3295P
3. Policy 3295F
4. Policy 3510F1
5. Policy 3510F2
6. Policy 4210F1 2nd Review
7. Restraint and Seclusion Policy

X. Adjournment