



Minutes of a Meeting of the Board of Directors

Tuesday, July 25, 2023

A session of the Board of Directors, Hayden Canyon Charter School, held Tuesday, July 25, 2023, at 7:00 p.m.
Meeting to be 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, Violet Rudd, Paula Conley, Colleen Kolobow (via Zoom)
- 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 Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
- B. Motion to set the next board meeting for August 15, 2023 at 7:00pm by Violet Rudd, seconded by Alex Tull. Motion carried unanimously.

IV. Scheduled Delegations

- A. Presentation by Kootenai Outdoor Learning
 - 1. Board representatives present: Michael Dunn, Eric Edmonds, Bobby Griffin
 - 2. KOL Board Member Michael Dunn read his letter requesting Hayden Canyon Charter sponsor Kootenai Outdoor Learning in their pursuit to build an EL high school that follows HCC's model
 - 3. Michael Dunn read a letter on behalf of KOL Board Chair, Joshua Dahlstrom (unable to attend due to travel), requesting HCC authorize KOL as a charter school and provided an overview of the process and responsibilities should HCC elect to authorize KOL.
 - 4. KOL Board Member Eric Edmonds shared his belief that KOL will be beneficial to our area and voiced his support of building an academically rigorous outdoor learning high school. He shared the success of the Outdoor Studies program he is currently involved in.
 - 5. KOL Board Member Bobby Griffin shared his support of a high school that centers on Outdoor Education and teaching all subjects in an outdoor setting.
- B. Colleen Kolobow requested information regarding next steps:
 - 1. As an authorizer HCC has no legal tie or responsibility to the KOL, it would simply be a role of oversight and ability to offer suggestions and guidance.
 - 2. HCC Board will have the ability to review policies and will have the responsibility to ensure the performance certificate is being met.
 - 3. HCC authorizing KOL will streamline the process of KOL being able to open their doors.
- C. Colleen asked whether the authorization would impact staff.
 - 1. The Board, Administration and Staff of HCC would act in an advisory role and be able to offer mentorship as needed.
- D. Discussion regarding the role of Hayden Canyon Charter as an authorizer for Kootenai Outdoor Learning and the responsibility that would be taken on by HCC should they choose to authorize KOL
- E. Motion to schedule a meeting on August 2, 2023 at 7:00pm with the specific agenda item to review Kootenai Outdoor Learning by Alex Tull, seconded by Nathan Wright. Motion carried unanimously.

V. Unscheduled Delegations (Audience to Address the Board)

- A. No unscheduled delegations

VI. Consent Calendar Action

- A. Motion to approve the consent calendar, both items A and B by Alex Tull, seconded by Violet Rudd.

Motion carried unanimously.

VII. Budget and Finance

A. Information Items:

1. May Business Manager's Report
 - a) No substantial changes to report from May.
2. June Business Manager's Report
 - a) School is in good standing financially at the end of June
 - b) Matt has already started working with the auditor and the audit is scheduled for the beginning of September.

B. Action Items:

1. Action on Business Manager's Report
 - a) No action needed.

VIII. Board Decisions (Discussion and Action Items)

A. Admin Update

1. Proposed New Hires for 2023-2024
 - a) Kristine Humphreys as Middle School Math
 - (1) Experienced teacher with extensive background in Math.
 - (2) Motion to approve Kristine Humphreys as Middle School Math teacher by Colleen Kolobow, seconded by Violet Rudd. Motion carried unanimously.
 - b) Elizabeth Giampietro as ½ Day Kindergarten Teacher
 - (1) Has experience working at a Montessori school and has background experience in the literacy programs HCC already uses.
 - (2) Motion to approve Elizabeth Giampietro as ½ Day Kindergarten Teacher as per Administration's recommendation by Alex Tull, seconded by Nathan Wright. Motion carried unanimously.
 - c) Brittney Manley as Front Desk
 - (1) Will be a great asset to the front desk and has previously worked with Bill.
 - (2) Motion to approve Brittney Manley as Front Desk Employee by Colleen Kolobow, seconded by Nathan Wright. Motion carried unanimously.
 - d) Aubreanna Cole as Bus Driver & Paraprofessional
 - (1) Comes with bus driver experience and is excited to be a part of HCC.
 - (2) Motion to accept the recommendation of Abureanna Cole as a full time bus driver by Violet Rudd, seconded by Alex Tull. Motion carried unanimously.
 - (3) Motion to accept Aubreanna Cole as a paraprofessional by Violet Rudd, seconded by Nathan Wright. Motion carried unanimously.
 - e) Joy Hawkins as Paraprofessional
 - (1) Previously approved as Para but was unable to accept the role due to medical concerns. Now able and excited to fill the role as a para.
 - (2) Motion to approve Joy Hawkins as a Paraprofessional by Nathan Wright, seconded by Alex Tull. Motion carried unanimously.
 - f) Jaylene Wiltsie as TA
 - (1) Will need to wait for references to be reviewed.
2. Hiring for Security Officer
 - a) Contracted security is not an employee of HCC
 - b) HCC will benefit from having a security officer that functions as an employee rather than an individual contracted through a third party.
 - c) Motion to open a position for a new security officer as recommended by Nathan Wright, seconded by Paula Conley. Motion carried unanimously.
3. LEA SpEd Determination
 - a) HCC has completed all requirements set by the state and is now in good standing.
4. Curriculum Committee Update
 - a) Bill is working on finishing the curriculum that will be used for Character Education
5. Exit Interviews Update
 - a) One exit interview received by the board

- b) Bill given the opportunity to respond to the comments of the exit interview
 - (1) Middle School has a plan in place for more rigorous curriculum, adherence to dress code, and better/stronger community members
 - (2) A new Community Restoration program will be in place for students to come to the school on Friday to make restoration to the school if needed.
 - (3) Bill has conversations with students and parents about misbehavior - teachers who are not directly involved in a student's education are not privy to the conversations or discipline of students.
 - (4) Curriculum is being paired down to ensure students are learning the same way and using the same curriculum in all grade levels.

6. Playground Update

- a) Approx \$22,000 of playground equipment has been purchased and will be arriving soon
- b) Additional items are scheduled to be purchased
- c) Bark area will be redone to add new bark
- d) Topsoil and seed will be added to the area dedicated for grass

B. Financial Policies Review

- 1. Review of Financial Policies to be presented by Alex Tull at the August 15th meeting.

C. Committee Updates

1. Construction Committee

- a) Turning lane is the last thing that needs to be completed
- b) 6 month extension on TCOO given by City of Hayden
- c) Engineers are providing an updated report in the format the city and LHD requested
- d) CC&Rs for the Master Platt Development need to be approved by the board and signed by the chair
 - (1) Ryan has reviewed the language and asked questions regarding any concerns he had.
 - (2) Motion to approve the authorization to sign the plat of Hayden Canyon, which includes property owned by the School. Authorization to execute a Master Development Consent Affidavit that acknowledges and agrees property owned by School will be subject to the conditions, covenants, restrictions, and easements described in the document titled MASTER DECLARATION OF CONDITIONS, COVENANTS, RESTRICTIONS, AND EASEMENTS FOR THE HAYDEN CANYON SUBDIVISION by Violet Rudd, seconded by Nathan Wright.
 - (a) Motion amendment requested by Alex Tull to authorize Ryan Crandall as signer
 - (b) Amendment accepted and added
 - (3) Full motion: Motion to approve the authorization to sign the plat of Hayden Canyon, which includes property owned by the School. Authorization to execute a Master Development Consent Affidavit that acknowledges and agrees property owned by School will be subject to the conditions, covenants, restrictions, and easements described in the document titled MASTER DECLARATION OF CONDITIONS, COVENANTS, RESTRICTIONS, AND EASEMENTS FOR THE HAYDEN CANYON SUBDIVISION with Ryan Crandall as signer by Violet Rudd, seconded by Nathan Wright. Motion carried unanimously.

2. Board Member Selection Committee

- a) Nomination of Matt George to the open Board Director position by Colleen Kolobow
 - (1) Acceptance of Nomination by Matt George
- b) Nomination of Sarah Lynch to the open Board Director position by Paula Conley
 - (1) Acceptance of Nomination by Sarah Lynch
- c) Motion to appoint the acceptance of Matt George to the open board seat by Violet Rudd, seconded by Nathan Wright - Roll Call Vote held
 - Paula Conley: Abstain
 - Nathan Wright: Aye

Colleen Kolobow: Abstain

Violet Rudd: Aye

Alex Tull: Aye

Ryan Crandall: Aye

Motion approved by majority vote.

IX. Future Agenda Items

A. Financial Policies

B. Update on Cross Country for Fall 2023

C. Kootenai Outdoor Learning updates (to be standing until request of cancellation)

D. Set date for Policy Review Meeting (needs to be added to agenda 8/2 meeting)

X. Adjournment