



Minutes of a Meeting of the Board of Directors

Wednesday, September 20, 2023

A session of the Board of Directors, Hayden Canyon Charter School, to be held Wednesday, September 20, 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: Ryan Crandall, Nathan Wright, Colleen Kolobow, Matt George, Violet Rudd
- B. Board Clerk: Bridgette Dahlstrom
- C. Operational Director: Bill Rutherford

II. Pledge of Allegiance

III. Procedural Matters Action

- A. Approve the agenda
 - 1. Business manager's report to be shared at next month's meeting.
 - 2. Motion to approve the agenda removing the budget and finance portion by Colleen Kolobow, seconded by Violet Rudd. Motion carried unanimously.
- B. Motion to set the next board meeting for October 18 at 7:00 pm by Violet Rudd, seconded by Matt George. Motion carried unanimously.

IV. Unscheduled Delegations (Audience to Address the Board)

- A. None

V. Scheduled Delegations (Action may be taken as decided by Board)

- A. 7th/8th Grade Presentation
 - 1. Sara Bennier (Science), Kristin Gibney (ELA), Kristine Humphreys (Math), Jadrian Watson (Social Studies)
 - 2. Shared PowerPoint presentation of 7th/8th Expectations for the year and "a week as a 7th/8th grade student).
 - 3. Outlook for the year
- B. Tammy Karoblis - Health Policies
 - 1. 3rd Grade Teacher & Licensed RN
 - 2. Reviewed & revamped medication policies to ensure HCC policies follow follow best practices
 - 3. Created policy & procedure for helping mitigate risk as well as develop response team for various emergencies
 - a) Referenced various policies from across the nation, government agencies, and Idaho State Law.

VI. Consent Calendar Action

- A. Motion to approve the minutes from the past two meetings by Nathan Wright, seconded by Colleen Kolobow. Motion carried unanimously.

VII. Budget and Finance

A. Information Items:

- 1. August Business Manager's Report
 - a) To be reviewed in next month's meeting

B. Action Items:

- 1. Action on Business Manager's Report - no action needed or taken

VIII. Board Decisions (Discussion and Action Items)

A. Parent Crew (PTO) Update

- 1. Elections for new officers coming up, nominations for officers will take place at the next meeting
- 2. Over 20 parents present at last Parent CREW meeting

3. \$2,800 raised at Triple Play night
- B. Kootenai Outdoor Learning Update
 1. Looking for land for school placement
 - a) Preferably about 15 acres
 2. Looking for Board Members
 3. Plan is for instruction to be focused more outside than inside
- C. Admin Update
 1. Bill has applied for several grants and the school has been awarded many of them.
 2. Grass & play structure have been installed, several other playground items are on site and ready to be installed
 3. Food service targeted to begin in October
 - a) There will be the ability for parents to fund lunch accounts for their students online
 4. Next curriculum committee meeting will be September 26th
- D. Personnel Recommendations
 1. Motion to approve Kristina Tessendorf as a Teacher's Aide by Nathan Wright, seconded by Matt George. Motion carried unanimously.
 2. Motion to approve the hiring of Shatzie Moore for Kitchen Manager by Colleen Kolobow, seconded by Nathan Wright. Motion carried unanimously.
- E. Back to School Plan
 1. Moved to October 18th Meeting
- F. Policies
 1. Health Policies presented above
 - a) Moved to October 18th Meeting
 2. Security Guard - 1st Reading
 - a) No policy created, but official job description provided to the board
 3. Policy 1303 - 1st Reading
 - a) Includes specific policies that must be reviewed on an annual basis
 - b) Motion to adopt Policy 1303 as written by Violet Rudd, seconded by Nathan Wright. Motion carried unanimously.
 4. Policy 7430 Revision
 - a) Policy will change reimbursements for travel from actual expenses to per diem schedule.
 - b) Motion to adopt Policy 7430 Travel Allocation Revision by Matt George, seconded by Nathan Wright. Motion carried unanimously.
 5. Policy 3255 - Student Dress
 - a) Policy reviewed
 - b) Clarification regarding shades of Blue and Green - may be any shade as long as not overly bright or distracting
 - c) Discussion regarding bottoms - policy will stay as is regarding what is/is not allowed
 - d) No revisions made
 6. Policy 2200 - School Year, Calendar, and Instructional Hours
 - a) Policy reviewed - no revisions required or made
 7. Policy 2420 - Parent and Family Engagement
 - a) Policy reviewed - no revisions required or made
 8. Policy 2420P - Parent and Family Engagement Guidelines
 - a) Policy reviewed, responsibilities of students, parents, and staff read aloud
 - b) No revisions required or made
 9. Policy 3295 - Hazing, Harassment, Intimidation, Bullying, Cyber Bullying
 - a) Policy reviewed
 - b) Policy needs to include language regarding the state requirement that bullying be reported to law enforcement
 - c) Policy should include clear definition for each of the topics
 - d) Policy to be revised and reviewed at later meeting
 10. Policy 3330 - Student Discipline
 - a) Policy reviewed

- b) Discussion regarding the section on Gun-Free Schools
 - (1) Current policy has hard line of 1 year expulsion for a firearm or anything that looks like a firearm
 - (2) Revisions to be made to further clarify policy and allow leeway in time of expulsion
 - (a) Shall be expelled for actual firearm
 - (b) May be expelled for anything that looks like a firearm
 - c) Motion to amend Policy 3330 to include “shall be expelled for possession of a firearm” and “may be expelled for possession of anything that resembles a firearm” by Colleen Kolobow, seconded by Violet Rudd. Motion carried unanimously.
- 11. Policy 4210F1 - Fee Schedule for Community Use of School Facilities
 - a) Fee schedule to be created for next meeting
- 12. Policy 8320 - Fire Drills and Evacuation Plans
 - a) Policy reviewed - no revisions required or made
- 13. Policy 8520 - Inspection of School Facilities
 - a) Policy reviewed
 - b) Board to review all inspection reports in the future
 - c) No revisions required or made
- G. Committee Updates
 - 1. Board Member Selection Committee
 - a) No applications received at this time
 - b) Colleen reaching out to people she knows to try to fill the position
 - 2. Construction Committee
 - a) No information received regarding the City’s traffic review
 - 3. Curriculum Committee
 - a) Remove committee members who no longer have students at HCC
 - b) Motion to add Kristine Humphreys add additional staff member to the Curriculum Committee by Nathan Wright, seconded by Matt George. Motion Add additional Staff member

IX. Future Agenda Items

- A. Back to School Plan
- B. Health Policies presented by Tammy Karoblis
- C. Policy 3295 - Hazing, Harassment, Intimidation, Bullying, Cyber Bullying
- D. Policy 4210F1 - Fee Schedule for Community Use of School Facilities
- E. Review & signing of EOP
- F. Curriculum Committee Members

X. Adjournment 9:01pm