



Minutes of a Meeting of the Board of Directors

Wednesday, November 15, 2023

A session of the Board of Directors, Hayden Canyon Charter School, held Wednesday, November 15, 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, Nathan Wright, Matt George, Colleen Kolobow, Violet Rudd (via Zoom)
- B. Board Clerk: Bridgette Dahlstrom
- C. Operational Director: Bill Rutherford
- D. Business Manager: Matt Lovell (via Zoom)

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 December 13, 2023 at 7:00pm by Matt George, seconded by Nathan Wright. Motion carried unanimously.
- C. Motion to set the Board Retreat January 12, 2024 at 6:00pm at Syringa by Nathan Wright, seconded by Matt George. Motion carried unanimously.
- D. Motion to hold the Board Training on January 16, 2024 at 5:00pm by Colleen Kolobow, seconded by Matt George. Motion carried unanimously.

IV. Unscheduled Delegations (Audience to Address the Board)

- A. No unscheduled delegations

V. Scheduled Delegations

- A. Presentations
 - 1. Students to present on Policy 3255
 - a) Request to allow hats to be worn during the school day
 - (1) Way to express themselves
 - (2) Will be removed at the request of the teacher
 - b) Student presenters:
 - (1) Preston Dunn
 - (2) Gabriel Beaman
 - (3) Addy Christensen
 - c) Bill Rutherford's recommendation is that hats should be allowed in the building with teachers having the discretion of individual classroom teachers.
 - d) Discussion by board regarding potential of policy revision and possible guidelines for hats that are able to be worn.
 - e) Board would like feedback from parents and teachers before making a decision
 - (1) Survey to be sent out to gather feedback
 - 2. 2nd Grade Presentation
 - a) 2nd Grade 1st Trimester PBL was on dogs
 - (1) Slideshow about the different dog types they learned about
 - (2) Project board with summary of learnings
 - (3) Examples of books created by students.

B. Action

- 1. Policy 3255

- a) No action taken at this meeting
- 2. 2nd Grade Presentation
 - a) No action needed or taken

VI. Consent Calendar *Action*

- A. Motion to approve Minutes from October 18, 2023 meeting by Colleen Kolobow, seconded by Matt George. Motion carried unanimously.
- B. Motion to approve Minutes from November 9, 2023 Curriculum Committee Meeting minutes by Nathan Wright, seconded by Colleen Kolobow. Motion carried unanimously.

VII. Budget and Finance

A. Information Items:

- 1. Quest CPA Auditor Report
 - a) Unable to attend this meeting
- 2. October Business Manager's Report
 - a) Several grants received this year
 - b) November disbursement has been received
 - c) Enrollment numbers lower than projected for the year
 - d) Doing well staying within budget, even with the cost of furnishing new building and additional staff

B. Action Items:

- 1. October Business Manager's Report
 - a) No action needed or taken

VIII. Board Decisions (Discussion and Action Items)

A. Parent Crew (PTO) Update

- 1. Presented by Heather King
- 2. Dine out fundraisers are going well, last fundraiser raised approximately \$1,700
- 3. Parent CREW supporting project boxes for teachers - teachers put items that can be completed at home in the boxes and volunteers from Parent Crew take them home then return the completed projects.
- 4. Parent CREW has increased numbers this year and they are excited to volunteer to help with events

B. Kootenai Outdoor Learning Update

- 1. Still looking for land or building - not able to move forward with a petition until land has been secured.
 - a) Ryan Crandall recommended reaching out to Inland Northwest Land Conservancy

C. Admin Update

- 1. Shared challenges with Kitchen, Parent's Understanding of Mastery Based Grading, Enrollment Numbers, Classified Staff Salaries no longer competitive with other districts
- 2. Overview of Universal Screening process and what the board can expect in future reports
- 3. Playground needs new bark and the grass field drainage issues will be addressed this Spring
- 4. Survey will be sent out to parents before the end of the year
- 5. Workshop requested to discuss administration's goals and future planning
 - a) Motion to set a Strategic Planning Workshop on December 6, 2023 starting at 6:30pm by Nathan Wright, seconded by Matt George. Motion carried unanimously.
- 6. Bill still gathering information to develop a fee schedule for community use of the building

D. 2024-2025 Lottery

- 1. Lottery Draw Date to be March 11, 2023
- 2. Lottery Priority Application Deadline March 8, 2024 at 5:00pm
- 3. Lottery Priority Application Opening Date December 8, 2023
- 4. Motion that for 2024 Lottery Draw Date be March 11, 2024, Priority Application Deadline March 8, 2024, Lottery Application Opening Date December 8, 2023 by Nathan Wright, seconded by Colleen Kolobow. Motion carried unanimously.

E. Personnel Recommendations

- 1. Brooke Donnelly as Teacher's Aide
 - a) Positive, Enthusiastic, Excited to hike and be outside with students.

2. Motion to approve Booke Donnelly as a Teacher's Aide by Nathan Wright, seconded by Matt George. Motion carried unanimously.
- F. Back to School Plan Recommended Changes
 1. Many recommendations have been changed to suggestions.
 2. Motion to approve the Back to School Plan as revised by Nathan Wright, seconded by Colleen Kolobow. Motion carried unanimously.
- G. Policies
 1. Health Policies - 2nd Review
 - a) Item moved to the next meeting to allow Alex to present his recommendations.
 2. Policy 3295P - Hazing, Harassment, Intimidation, Bullying, Cyber Bullying Procedure
 - a) Motion to approve Policy 3295P with change of Executive Director to Administrator by Colleen Kolobow, seconded by Matt George. Motion carried unanimously.
 3. Policy 3295F - Hazing, Harassment, Intimidation, Bullying, Cyber Bullying Form
 - a) Motion to approve Policy 3295F by Colleen Kolobow, seconded by Nathan Wright. Motion carried unanimously.
 4. Policy 3510F1 - Administering Medicine to Students Form 1
 - a) Motion to approve Policy 3510F1 by Nathan Wright, seconded by Matt George. Motion carried unanimously.
 5. Policy 3510F2 - Administering Medicine to Students Form 2
 - a) Motion to approve Policy 3510F2 by Matt George, seconded by Nathan Wright. Motion carried unanimously.
 6. Policy 4210F1 - Fee Schedule for Community Use of School Facilities - 2nd Review
 - a) Item moved to future meeting to allow additional time for research
- H. Committee Updates
 1. Board Member Selection Committee
 - a) There are potential board members being reviewed
 2. Construction Committee
 - a) Permanent Certificate of Occupancy received
 - b) Review still being completed regarding traffic on Government Way
 3. Curriculum Committee
 - a) Committee met and received presentations on UFLI (University of Florida Literacy Institute) and Heggerty Curriculum.
 - b) Committee will be meeting at the end of the month to review each curriculum more in depth.
 - c) More in depth information on Cultivating Readers Grant shared with the committee

IX. Future Agenda Items

- A. Policy 3255 - Student Dress Code
- B. Health Policies - 2nd Review
- C. Policy 4210F1 - Fee Schedule for Community Use of School Facilities
- D. Review of new Parental Rights Legislation
- E. Restraint and Seclusion Policy

X. Adjournment 9:23pm