

**Honey Creek Community School
Minutes of August 15, 2007**

Call To Order: 6:25pm by President John Stahly

Recording Secretary: Karen Giltrow

Board Members Present: C. Borgeson, W. Hathaway, J. Prenevost, J. Stahly

Staff and Community Members Present: S. Almquist, K. Giltrow, T. Gonzalez-Woods, S. Huczek, J. Okey

Minutes: J. Prenevost moved, C. Borgeson supported approval of July 18, 2007 Organizational Meeting minutes as written. **Motion was passed unanimously.** J. Prenevost moved to approve the July 18, 2007 Board minutes as amended, supported by C. Borgeson. **Motion was passed unanimously.**

Public Participation: None

Financial Report:

Gifts: S. Almquist reported the media center has received over \$2,000.00 in donations in memory of Arlene Saalbach, Honey Creek's former media specialist. S. Almquist also updated the board on the progress of the media center's renovation. The painting is completed and the carpet is laid. Gil McQuarrie, a friend and neighbor of the Saalbach family is leading the coordination of community volunteers helping out in the library.

Enrollment: S. Almquist noted that Honey Creek enrollment is at 181.

July 2007 Report: Written report in board packet. S. Almquist noted the report is a draft only, as the bank records just arrived. No change should occur in the final report. S. Almquist discussed the three day audit that took place at the end of July was intense however Honey Creek was well prepared. The meeting in August w/ Yeo & Yeo mentioned the state accountants were impressed. Budget numbers on the P&L report are missing but shouldn't be over budget. J. Prenevost asked for clarification of the \$125.00 Cavern Club expense and S. Huczek responded it was for Summer Camp's Harry Potter week. C. Borgeson inquired about the \$462.30 technology expense and S. Almquist explained it was to purchase software. A discussion on embezzlement and who at Honey Creek is authorized to write checks took place. W. Hathaway moved to approve the July 2007 Draft, supported by C. Borgeson. **The motion was approved unanimously.**

Financial Committee Report: C. Borgeson noted there was no financial report and the next meeting date needs to be set.

Standing Reports:

Faculty Liaison: No report.

School Age Programs: S. Huczek noted no school age program report due to same camp numbers. One camper was added.

Academic Service-Learning Committee: No report. S. Huczek informed the board the Learn and Serve grant final report is due in October. Preparing service-learning for

meeting with Naomi Norman from WISD requesting a \$13,000 school improvement grant and working on job responsibilities for fall. Each school is allowed to request one strand only, however S. Huczek has applied for all strands for Honey Creek.

PTO Report: No report

Interim Director's Report: Written report in board packet. J. Okey presented report opening with the recent loss of a very special Honey Creek staff member, Arlene Saalbach and recommending contributing to the media center as a "school" in her honor. Student enrollment was discussed and is currently at 181. J. Okey noted she spent the last two weeks in Traverse City and was able to complete the requirements for six credit hours. The board was updated on the job postings for Music, Art, Physical Education, Swimming, Media Specialist, Computer Teacher, Technology Specialist, Instructional Assistant, Guest Teacher and Lunch Hour Supervisor positions. She will be looking for people who can combine jobs such as phys ed and swimming, or the media, technology and computer. Job postings are in the Ann Arbor News, and are online at Eastern Michigan University and University of Michigan. Interviews begin next week and she hopes to have new staff in place by the start of school. A discussion on using the old media center for the fourth middle school classroom took place.

Old Business:

Compensation: Written report in board packet. S. Huczek presented report. J. Stahly apologized for not getting the co-interim director stipend information to the board members at the July meeting. After a lengthy discussion on stipends for the co-interim directors S. Almquist and S. Huczek including a request for the board to consider retroactive stipends for all of the staff, a motion by J. Prenevost, supported by J. Stahly, to provide the Co-Interim Directors, Sue Hofbauer Huczek and Shellee Almquist, with stipends for the period of January 18, 2007 through August 31, 2007 in the amount of \$200/week X 2 co-interim directors X 30 weeks = \$12,000.00. C. Borgeson opposes, wants to see final report numbers from auditor. **Motion carries 3-1, C. Borgeson opposes.**

Search Committee: J. Stahly distributed director candidate Al Water's resume and his responses to written questions from the search committee. J. Stahly reported on the great turnout of twelve people for the conference call interview with director candidate Al Waters. All agreed Mr. Waters is an excellent candidate and he is scheduled to come to Ann Arbor on August 17th to spend the day at Honey Creek. His schedule will include breakfast with the board, meet and greet at the end of the PTO meeting, lunch with the faculty and staff and interaction with Honey Creek students. J. Stahly requests permission to spend up to \$500.00 to cover expenses for Mr. Waters trip. W. Hathaway moved to approve spending up to \$500.00 to cover Mr. Waters expenses, supported by J. Prenevost. **Motion passed unanimously.**

New Policy Update: No report. September meeting to be determined.

New Business:

MASB Training/Workshops: C. Borgeson announced she will be attending the MASB “Introduction to School Board Service” workshop in Lansing on September 14th and a “Finance” workshop in January.

Other Items of Business: None

Board Kudos:

Board Communication: J. Stahly to report update to Honey Creek community on director search.

Public Participation: None

Adjournment: W. Hathaway moved to adjourn meeting at 8:35pm, C. Borgeson supported. **Motion to adjourn passed unanimously.**