

Honey Creek Community School
Board Minutes of December 12, 2007
Call To Order: 6:29p.m. by President John Stahly
Recording Secretary: Karen Giltrow

Board Members Present: Carol Borgeson, Will Hathaway (arrived at 6:32p.m.), Orlando Simon, Doug Stewart, John Stahly

Staff and Community Members Present: Shellee Almquist, Stephanie Boling, Karen Giltrow, Sue Huczek, Audrey Jenkins, Al Waters

Minutes: Carol Borgeson moved, Orlando Simon supported the approval of the November 14, 2007 board minutes as written. **Motion passed by all board members present (W. Hathaway not present).**

Board Spotlight: None

Public Participation: None

Financial Report:

Gifts: None

November 2007 Report: Written report in board packet. Shellee Almquist noted we are receiving our regular income from the state and the budget is fine at this time. Doug Stewart moved, supported by Carol Borgeson to approve the November 2007 report. **Motion was approved by all board members present.** Carol Borgeson moved to approve payment of the bills, Doug Stewart supported. **Motion was passed by all board members present.**

Financial Committee Report: Carol Borgeson reported the committee met briefly and decided to meet in January to look at the budget.

Standing Reports:

Faculty Liaison: Stephanie Boling reported receiving emails from faculty requesting clarification regarding gifts to faculty. A discussion on gifting followed and Orlando Simon noted there currently is no policy in place regarding gifting. He also recommended until the gift policy is formalized that Al Waters should determine what is deemed appropriate gifting.

School Age Programs: Written report in board packet. Sue Huczek gave the first reading of the proposed summer camp fee increase of \$1.00 per day to the board. The board will consider the budget proposal at the second reading in January.

Academic Service-Learning: Sue Huczek updated the board on the Honey Creek Girl Scout and LEAGUE Thanksgiving Food & Clothing Drive donation totals. A total of 428 pounds of food and 491 pieces of clothing were donated. Carol Borgeson reported the Girl Scouts received a thank you letter from Food Gatherers.

PTO Report: Written report in board packet.

Director's Report: Written report in board packet. Al Waters reported the media center dedication will be on December 14th and will be open for community use on December 17th. The following staffing updates were given: Johnny Thompson assumed the 4/5 teaching position on November 26th, Teresa Gonzalez will be taking an approved sabbatical and Ashley Norris will be filling in during her absence (a discussion followed on the need to work on policy for sabbaticals and leaves), a certified candidate for the music position and possibly band has been found, art interviews will take place next week, and Chris Prince band instructor, submitted her resignation effective January 7, 2008. If possible the band instructor position will be combined with the general music position. The technology order was received on November 27th and the technology grant request was approved. The board received a thank you note for the new laptops from the Honey Creek students. Al Waters met with John Stahly and JoAnn Okey to discuss transition issues. JoAnn Okey is currently working on the staff handbook, administrative regulations, the annual report, staff evaluations, and job descriptions. Al Waters sent a letter home to the community to address the issue of tardiness.

Old Business:

New Policy Update: Orlando Simon gave a policy report update noting Bill Sharfee has gone through the committee's edits and the final wrap-up meeting will be held in early January. Meeting date to be announced later. After completion a bound policy edition will be delivered and the board will then need to approve and adopt the new policies at a board meeting. Orlando also encouraged those who want input on policy changes to attend the final policy meeting.

School Improvement Plan Overview: Written report in board packet. Al Waters presented the report and recommended that the committees will need to be restructured due to new staff members joining and former staff members leaving. A discussion followed the presentation.

Director's Goals: A draft of the director's goals was distributed. The draft was developed by John Stahly, Orlando Simon and Al Waters. A discussion followed. John Stahly and Al Waters will work on the director's goals language.

Internet Board Communications: Orlando Simon reported the idea of the board using an electronic source chat room to communicate outside regularly scheduled board meetings would violate the open meetings act, which requires all meetings must be open to all.

New Business:

Charter School Accountability: Al Waters gave a presentation on charter school board accountability based on a recent article by the Michigan Association of Charter School Boards. It takes a look at what has worked in Michigan Charter Schools and what hasn't worked. He noted that MACSB offers leadership and governance program training. Carol Borgeson recommended MASB classes are a great resource for the board also.

Other Items of Business:

Ann Arbor Area Community Foundation: The Ann Arbor Area Community Foundation investment update was given by Shellee Almquist and a discussion on the amazing returns followed.

Kudos To:

Carol Borgeson and the Girl Scouts; Catherine Gardner and her Early EL students; Kari Pardoe from the LEAGUE, Gerri Allen, Dr. Miller and Rick Leyshock from WISD; the High Point nurses and custodians; and all students and community members who donated food and clothing to help make the Thanksgiving Drive a tremendous success.

The Wellness Committee for a successful organic food tasting at lunch.

Bill VanLoo and the technology buddies for getting things up and running so quickly and smoothly.

Josh Jobst Music Substitute and Val Mann Art Substitute for their hard work and contributions.

Chris Prince for all her years of service to our music and band programs.

All those who helped make the Winter Performance, Curriculum Celebration, and Craft Fair a success.

Preparation for Board Communications: Will Hathaway will provide a summary for the Honey Creek newsletter. John Stahly and Al Waters will work on language for the director's goals. John Stahly will provide minutes from the November board retreat. Karen Giltrow will post a notice to the community when a date for the final policy meeting has been confirmed by Orlando Simon.

Public Participation: None

Adjournment: Doug Stewart moved to adjourn at 8:55pm.