

**Honey Creek Community School**  
**Minutes of September 22, 2010 Board of Trustees Meeting**  
**Call to Order:** 6:15p.m. by Vice President Scott Mahler  
**Recording Secretary:** Karen Giltrow

**Board Members Present:** Carol Borgeson, Patrick Conlin (arrived at 6:18p.m. and left at 7:35p.m.), Brian Hockley, Scott Mahler, Linda Knox (arrived at 6:30p.m.), and Libby Sheldon.

**Community and Staff Members Present:** Al Waters, Shellee Almquist, Stephanie Boling, Sue Hofbauer, Karen Giltrow, and Simone Jenkins.

**Board Spotlight:** Yeo & Yeo representative Mari McKenzie presented the June 30, 2010 audit results to the board and noted Internal Control showed no material weaknesses. It was recommended the board review the IRS form before submitting. Shellee Almquist will review and inform the board when revisions have been completed.

**Consent Agenda:** Pat Conlin moved, supported by Libby Sheldon to approve the prepared pieces of the consent agenda available. Shellee Almquist noted the August 2010 Financial and August 2010 Expense Reports were unavailable due to the transition to a new software program. **Motion was approved by all board members present.**

**Public Participation:** None

**Financial Committee Report:** Brian Hockley noted the committee did not meet and will hold a meeting in early October.

**Faculty Liaison:** Stephanie Boling reported receiving positive parent feedback on Honey Creek's Parent Curriculum Night on September 29, 2010.

**School Age Programs and Academic Service-Learning:** Written report in board packet.

**PTO Report:** Simone Jenkins reported on the success of the Honey Creek Community Picnic.

**Director's Report:** Written report in board packet. Al Waters presented his report on the following topics:

- Faculty chose Priority Health HMO with a Health Savings Account option for health care.
- Honey Creek has 232 students enrolled for 2010-2011.
- Honey Creek received an outstanding audit report from Yeo & Yeo. Recommend continued conservative financial management due to the uncertainty of future financial support.
- Request the Board to consider the following: 1) a part-time Instructional Assistant for Middle School Math, 2) a part-time reading coach to provide

push-in services for K-1 classrooms, 3) salary increases or bonuses to compensate the staff for the Health Insurance surcharge put in place by MPSEER, 4) providing some additional assistance in the Honey Creek Office.

A discussion followed.

**Old Business:**

Director's Assessment

Carol Borgeson moved, supported by Brian Hockley to accept the Director's assessment as presented. **Motion was approved by all board members present.**

Compensation Policy

Linda Knox moved, supported by Pat Conlin to approve amendments to Honey Creek Community School Compensation Policy, and to request the administration to submit an amended budget reflecting these changes. **Motion was approved by all board members present.**

**New Business:**

Board Retreat Agenda

A discussion on the Board Retreat Agenda took place.

Employee Health Insurance Contribution

Al Waters reported the premium increase for our final month (September) with Humana was approximately \$800 and requested the school cover the cost of this increase. A discussion followed and all agreed the school could cover the cost of the increase. No vote was taken as Al suggested the funds were already budgeted.

**Other Items of Business by Consensus of the Board:** None

**Kudos:**

- To the Camp Tamarack staff, parent volunteers, and students for a terrific camp experience for all.
- To Sue Hofbauer and Amber Byers, Laura Edmonds, Matt Scott, Sarah Mancos, Charlie DeSautel, Katie Gates, Jeannie Crayne, Kristin Vespa, Alicia Meza-Wilson, Eric Howe, and Dashaun Young for a successful Honey Creek Summer Camp Program.
- To the IC Team who trained the staff on September 1st: Mary Bassett, Salli Kropp, Tammy Hall, Teresa Gonzalez Woods, Jon Baek, Barbara Naess, Elizabeth Scott, and Amber Byers.
- To Mark Wauer for donating assorted colors of construction paper, copy paper, and card stock to the school.
- To Shellee Almquist for a successful audit.
- To the Honey Creek Teachers for a great start to the school year.
- To Simone Jenkins and Trish Gearhart for Co-Chairing the PTO.
- To all of the new Room Parents for volunteering their time and talents with our classrooms.

**Preparation for Board Communications:** Libby Sheldon will prepare a summary for the Honey Bunches of Notes Newsletter.

**Public Participation:** None

**Adjournment:** Carol Borgeson moved to adjourn the meeting at 7:45p.m.

**Board Attendance:**

<u>Name</u>	<u>Present</u>	<u>Absent</u>
C. Borgeson	3	
P. Conlin	3	
S. Goldin	2	1 (September 2010)
B. Hockley	2	1 (July 2010)
L. Knox	2	1 (July 2010)
S. Mahler	3	
L. Sheldon	2	1 (August 2010)