

Honey Creek Community School
Minutes of July 25, 2012 Board of Trustees Meeting
Call to Order: 5:44p.m. by Board President Brian Hockley
Recording Secretary: Karen Giltrow

Board Members Present: Brian Hockley, Linda Knox, Kelly Krawcke, John Lonsway, Nina Nabors.

Staff and Community Members Present: Al Waters, Shellee Almquist, Sue Hofbauer, Mary Bassett, Karen Giltrow.

Board Spotlight: None.

Consent Agenda: Linda Knox moved, supported by Brian Hockley to approve the consent agenda. **Motion was approved by all board members present.**

Public Participation: None.

Finance Committee Report: Brian Hockley noted the committee did not meet in July.

Fund Development Report: Written report in board packet. Mike Birdsall, Elizabeth Scott, Tammy Hall and Jenn Ketz joined the committee. Committee member Trish Gearhart is retiring. The committee is proceeding to create a new Michigan non-profit to apply for Federal tax exempt status. Attorney David Morehouse will assist in completing and filing the organizing documents and Form 1023. Initial board members will be Elizabeth Scott, Shellee Almquist, Kelly Krawcke, Linda Knox, and Mike Birdsall, The committee will meet in August with attorney David Morehouse to discuss initial bylaws and meeting agendas for the new organization.

Governance Report: None.

Outreach Committee Report: Nina Nabors accepted the role as the Outreach Committee Chairperson and reported the committee met on July 24, 2012 focusing on communication with new families. The two website areas identified as needing improvement were; teacher contact and profile information and specific classroom information. A discussion on the role of the Outreach Committee in communicating the school's strategic plan to the community, identified four immediate opportunities:

- Signage - The committee will look the cost of having banners made up with Honey Creek's mission, vision, strategic goals and belief statements that would be placed in the school.
- First Day of School Orientation/Parent Meeting – presenting the strategic plan to the community.
- Curriculum Night –Hold two sessions presenting the strategic plan to the community.
- Coffee with the Director – Keeping the administration accessible to the community.

Strategy Committee Report: Written report in board packet. Al Waters and Shellee Almquist met with Stephen Nose on July 3, 2012 and reviewed the process and supporting documents of the Strategic Plan. Al Waters is creating action plans to address the first three goals of the Strategic Plan and would like faculty and community input on the fourth goal. The next step be a rubric for the fourth goal to reflect community involvement.

Faculty Liaison: None.

Director's Report: Written report in board packet. Topics included:

- School Improvement Plan is due to the Michigan Department of Education on September 1, 2012.
- Title I and Title II Funding have been reduced.
- Summer Warm-Up classes begin August 6th and end August 17th.
- Health Insurance costs are expected to increase by 20% or more.
- July 12, 2012 Management Company Meeting

Old Business:

Director's Evaluation

Linda Knox reported they are continuing to work on the Director's evaluation and plan to complete the evaluation by the August 2012 board meeting.

New Business:

School Improvement Plan

Brian Hockley moved, supported by John Lonsway to approve the School Improvement Plan. **Motion was approved by all board members present.**

Board Retreat

Board Retreat possible dates will be sent out to the board via email.

Other Items of Business by Consensus of the Board

Brian welcomed new board members Nina Nabors and John Lonsway. The new state law prohibiting foreign citizens from serving on school boards was discussed. Current board member Brian Hockley is a Canadian citizen, and will need to vacate his position at the end of his term in June 2013. s

Board Kudos:

Sherlonya Turner for donating two cases of bottled water for the Honey Creek Summer Campers.

Public Participation: None.

Adjournment: Kelly Krawcke moved to adjourn the meeting at 6:52.p.m.