

Honey Creek Community School

Minutes of April 24, 2013 Board of Trustees Meeting

Call to Order: 5:36p.m. by Board Vice President Lisa Wozniak

Recording Secretary: Karen Giltrow

Board Members Present: Linda Knox, Kelly Krawcke (arrived at 5:55p.m.), John Lonsway, Nina Nabors, Lisa Wozniak.

Staff and Community Members Present: Shellee Almquist, Al Waters, Salli Kropp, Sue Hofbauer, Karen Giltrow, Yvette Atkinson, Christine Kelley.

Board Spotlight: Honey Creek parents Christine Kelley and Yvette Atkinson introduced themselves to the board, and expressed interest in running for the school board. Lisa Wozniak answered questions regarding the expectations of a school board member and the board committees (Governance, Finance, Fund Development, Outreach).

Consent Agenda: Lisa Wozniak moved supported by Kelly Krawcke to approve the consent agenda. **Motion was approved by all board members present.**

Public Participation: None.

Finance Committee Report: None.

Fund Development Report: Linda Knox informed the board the fundraising group will open an account with Bank of Ann Arbor with \$1,000.00 from the Phoenix Rising Fund in the Chelsea State Bank. Lisa Wozniak noted that a public school board should not be involved in fund raising and the 501C-3 will allow us to raise funds for the growth and mission of our school.

Governance Committee Report: Nina Nabors reported a Director evaluation has been completed, and once Al Waters reviews the evaluation, it will be placed on Survey Monkey for staff, board, and parents to evaluate the director. The goal is to have the survey out in May.

Outreach Committee Report: Written report in board packet. Nina Nabors noted the committee discussed the role of the Outreach Committee in fundraising efforts, and what the expectations could be for the Outreach Committee. The committee plans to send an Outreach Committee member to Fundraising group meetings to help facilitate communication between the two committees. A powerpoint presentation will be created on the Honey Creek story with plans to present it to the board at the May board meeting.

Strategy Committee Report: No report.

Faculty Liaison: No report.

Director's Report: Written report in board packet. Al Waters reviewed the following:

- Federal and State Law regarding age/grade level placement for general and special education rules prohibit a child with an IEP from being the oldest child in a grade level.

- Michigan pupil accounting rules require appropriate grade level placement of students when they enter Honey Creek and will impact families who chose to retain their child when the previous school has promoted the student and those who hold off enrolling their child in kindergarten for one year.
- Middle School transition meeting was held on April 23rd and three parents attended. Next meeting will be held on April 26th.
- CIMS (Continuous Monitoring System) released report and Honey Creek met state targets in five of six indicators relevant to our school.
- Freedom of Information Act from the American Federation of Teachers was received on Tuesday, April 23.
- Terra Nova scores showed all classes are above 50% in all subjects. Data shows the middle school has outperformed the county, state and national averages in every subject for three years in a row.

Old Business:

Board Goals

A written handout with the following board goals was distributed:

- Support and monitor the implementation of the strategic plan via regular reporting from the administration.
- Establish a HCCS Community Outreach Plan to educate and engage the school re: details of the strategic plan, vision and goals.
- Review the Director evaluation process, make recommendations for improvements and a clear timeline to ensure the evaluation is completed with integrity and thoroughness on an annual basis.
- Clearly identify budget challenges facing HCCS, as well as the financial priorities, and plan for a robust and sustainable financial infrastructure to ensure the school's longer-term success.

New Business: None.

Board Kudos:

- To students, staff, and parents who participated in the Talent Show!
- To all the students and staff who played in the Student vs. Staff basketball game.
- To all the students, staff and volunteers for another amazing Earth Day celebration!

Preparation for Board Communications: Kelly Krawcke will prepare a summary of the board meeting for the Honey Creek newsletter.

Public Participation: Christine Kelley asked about the board retreat in August or September and how long a board member term is. Board member term is three years.

Adjourn: Nina Nabors moved to adjourn at 7:03p.m.

