

**Honey Creek Community School  
Minutes of March 23, 2016 Board of Trustees Meeting**

**Call to Order:** Greg White called the meeting to order at 5:31p.m.

**Recording Secretary:** Christine Kelley

**Board Members Present:** Sara Hoffman, Christine Kelley, Megan Masson-Minock, Linda Shirato, Pam Reister, Mathias Kirsch, Bryan Cole, Andrew Sheibar, and Greg White.

**Staff and Community Members Present:** Al Waters, Shellee Almquist, Tammy Hall, Sue Hofbauer, Rob Barhite.

**Board Spotlight:** None.

**Consent Agenda:** Greg White moved, supported by Pam Reister to approve the consent agenda. **Motion was approved by all board members present.**

**Director's Report:** Written report in board packet. Al Waters reviewed the report with the board that included:

Staffing: Two Special Education consultants are retiring at the end of this school year, and will be replaced. Christine Bruxvoort was hired permanently for art teacher position.

Management Company: Al Waters is consulting with attorney about management company requirements for schools; possibly up to \$60,000 savings by going with management company rather than MPSERS.

State Assessments: Confirmed that all accommodations are in place for M-STEP for kids who need it. Possible move by state legislature to NWEA from the M-STEP; Al Waters will report updates as available.

AdvanceED Accreditation: This re-accreditation will begin next year, requiring lots of documentation/interviews.

Teacher Evaluations: Al Waters meeting with team of teachers to review five available tools for evaluation, and will make recommendation to the board. Changes will need to be reflected on Honey Creek website.

Director Evaluation: Rules are changing as well; board will need to choose a tool and next year's board will need to be trained to use tool.

State Budget: Preliminary budget includes \$120 more per charter school student.

**Finance Committee Report:**

Written report in board packet. Megan Masson-Minock reviewed the report. PTO has given \$20,000 gift to school; finance committee is recommending (with input from Shellee Almquist and Al Waters) distributing evenly among 38 staff. Reviewed succession planning, which due to budget shortfalls cannot at this time include the principal. This conversation will be ongoing.

Motion: Greg White moved to distribute \$20,000 PTO gift equally among all active staff members. Linda Shirato supported. **Motion was unanimously passed by all present board members.**

**Foundation Liaisons Report:**

Written report in board packet. Al Waters opened some discussion about Foundation board's disagreement around hiring a staff member. Foundation governance committee has met, and will make their recommendation about the position to the full foundation board.

**Governance Committee Report:**

Written report in packet. Pam Reister reviewed. Offered thanks to Karen Andrews for her efforts in recruitment. The committee is pulling together an orientation for the new members. Beginning to compile administrator's evaluation packets, and will send out for feedback from stakeholders; meet with Al Waters in April or May; send results to board (and then to state) by June. Also asking teachers again to complete employee engagement survey. Some discussion followed. Continuing to work on revising employee handbook.

**Communications and Outreach Report:**

Written report in board packet. Christine Kelley reviewed.

**Branding Committee Report:**

Written report in packet. Erin Peterson did meet with Annie (grad student from U of M studying Honey Creek for dissertation on school climate and culture) and will meet with her again. Discussion around collapsing this committee together with Communications and Outreach committee. Andy Sheibar has volunteered to step in leading this committee. Christine Kelley offers to meet with AS to move this work along. The board thanks Steve Rich for his service.

**Faculty Liaison Report:**

Asked for electronic version of paper copy of staff input. Tammy provided teacher feedback about facilities wish list (general support); media specialist (one "we need one!", others asking for different help with media collection); loan (two people object); and increasing cap of students (lengthy replies, mixed responses). Discussion followed. Megan Masson-Manock requests a visual representation of what would happen if we do increase the cap of students, to better model this conversation. Greg White asked board to review teacher comments for next board meeting, and we will continue conversation next time.

**Old Business:**

Class size. See above.

**New Business:**

Steve Rich has resigned the board. The Board thanks him for his service. Governance committee will discuss recruitment at next meeting.

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

**Board Kudos To:**

- Adam Druckman and Audrey Becker, Matt Cyrulnik and Jenna McElroy, all the students and staff involved in the talent show, and all the families that supported it.
- Yasriah Williams for her work in the after school and lunch programs these last few years.
- Andrew Sheibar, Mathias Kirsch, Bryan Cole for joining the board. Karen Andrews for her work on recruitment.
- Shellee Almquist for managing enrollment/lottery/tours.

**Preparation for Board Communications:**

Christine Kelley will prepare a summary of the board meeting for the Honey Creek Newsletter.

**Public Participation (regarding new business):** None.

**Adjournment:** Greg White moved to adjourn the meeting at 6:44p.m.