

Honey Creek Community School

Minutes of May 22, 2013 Board of Trustees Meeting

Call to Order: 5:40p.m. by Brian Hockley Board President

Recording Secretary: Karen Giltrow

Board Members Present: Pat Conlin (arrived at 5:45p.m. and left at 6:40p.m.), Brian Hockley, Linda Knox, Kelly Krawcke, John Lonsway, Nina Nabors, Lisa Wozniak.

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

Board Spotlight: None.

Consent Agenda: Brian Hockley moved, supported by Kelly Krawcke to approve the consent agenda. **Motion was passed by all board members present.**

Public Participation: None.

Finance Committee Report: John Lonsway reported the committee did not meet.

Fund Development Report: Al Waters updated the board on the following:

- 1) A bank account has been opened at the Bank of Ann Arbor for the Foundation.
- 2) Al Waters presented the 4th community goal of the Strategic Plan to the community during the Spring Performance and asked for the community's support. Nina Nabors recommended the Strategic Plan be available in written form as well as presented to the community in the future.
- 3) Liz Scott and Sara Brackenbury presented the differences in Ann Arbor Public School's fundraising and Honey Creek's fundraising at the Spring Performance and urged the community to participate in the Foundation fundraising effort.
- 4) Nellie Tsai and Al Waters are working on a fund development plan. Al Waters will update the board at the June 26, 2013 board meeting.

Governance Committee Report: Pat Conlin reported the committee's work on the annual Director Survey is almost complete. The survey will be sent out by the end of the month. The goal is to have the entire process completed by the end of the school year. The Director Survey will go out by June 15th to the entire faculty and random selected Honey Creek families. The Board will then review the evaluations with Al Waters before the June 26, 2013 board meeting.

Outreach Committee Report: Written report in board packet. Nina Nabors reviewed the report with the board that included a discussion on the role of the Outreach Committee in the fundraising efforts of the Foundation Board. The Outreach Committee is requesting clarification of the communication process between the Foundation Board and the

Outreach Committee. The board charged the board committee members on the Foundation Board, and the board committee members on the Outreach Committee, to take information back from the Foundation committee meetings to share with their prospective committees. The committee decided the best way to share the Strategic Plan's progress in meeting the goals of the strategic plan would be by an annual report to the Honey Creek community, in both a written form and in a presentation.

Strategy Committee Report: Al Waters gave an update on the strategy process rubric Scott Mahler created. Honey Creek is now in the functional phase that supports the curricular and extracurricular activities that are integrated with the classroom and into the work of the teachers. This had been listed as co-curricular. Lisa Wozniak, Linda Knox and the PTO will discuss how this rubric can move to the consistency phase. The second piece is the financial support from the community. Honey Creek is in the novice stage under this phase. Pat Conlin moved, supported by Lisa Wozniak to approve the 4th Strategic Community Goal: Sustain and enhance Honey Creek Community School by encouraging the time, talent and resources of our entire community. **Motion was approved by all board members present.**

Faculty Liaison: No Report.

Director's Report: Written report in board packet. Al Waters noted he conducted three interviews for the middle school 2-year social studies position on Monday, May 20th. Four teachers and Marion Van Loo were on the interview committee. One candidate came in and taught a 45 minute lesson to the 7th graders. The candidate will be brought in for a second interview.

Al reviewed the following:

- Charter re-authorization focus groups were held during the week of May 13th. We expect to have the re-authorization results by mid-summer.
- Michigan Department of Education notified us there were errors in scoring some of the state testing. 4th, 7th, and 8th grade Math MEAPs had questions on the test that were not in alignment with the Common Core Standards. The tests will be re-scored this summer and updated tests reports will be available to parents at the beginning of the school year.
- Due to the need for greater data collection we are currently looking in to a new software program called Black Baud, that will address compiling data, grades, reporting, integrating MEAP/Terra Nova scores, online enrollment registration, and fundraising.

Old Business: None.

New Business:

Certify Board Election Results

Linda Knox moved, supported by Brian Hockley to certify the school board election results of newly elected board members; Yvette Atkinson, Christine Kelley and Greg White. **Motion was approved by all board members present.** The board charged Kelly Krawcke with contacting all the board nominees with the final election results.

First Reading of Updated Budget 2012-13

Shellee Almquist reviewed the Updated Budget 2012-13. Linda Knox moved, supported by Brian Hockley to accept the first reading of the Updated Budget 2012-13. **Motion was approved by all board members present.**

First Reading of Proposed Budget 2013-14

Shellee Almquist reviewed the Proposed Budget 2013-14. Brian Hockley moved, supported by John Lonsway to accept the first reading of Proposed Budget 2013-14. **Motion was approved by all board members present.**

First Reading of 2013-14 School Calendar

Shellee Almquist reviewed the 2013-14 School Calendar with the board. Brian Hockley moved, supported by Kelly Krawcke to accept the 2013-14 School Calendar. **Motion was approved by all board members present.**

Other Items of Business by Consensus of the Board: Lisa Wozniak charged the Governance Committee to bring new guidelines on the following: board candidate nomination timeline, and voting/polling timeline to the June 26th board meeting. Lisa Wozniak suggested we consider communicating information with the community through state online.

Board Kudos:

- To the students, staff, and parents who participated in the STEM Fair.
- To all the families who provided delicious food for the teacher potlucks.
- To Jacob and Jen Lehman, Brittany Batell, and Dave Melcher for performing “Romeo & Juliet & Zombies” for our middle school students.
- To all community members who participated in the re-chartering process.
- To all the students who participated in Read to Feed.
- To Salli Kropp and Mary Bassett for being ICT leaders and attending the State Networking Conference.
- To the PTO volunteers for working at the voting booth during our school board elections.
- To all the board candidates who ran for the Honey Creek Community School Board.
- To all the Curriculum Celebration ambassadors, students, teachers and staff for their hard work.
- To Fin Seely for accompanying the choir during the Honey Creek graduation.
- To Katie Bush, the choir and band students for performing at the Honey Creek graduation.
- Congratulations to the Honey Graduating Class of 2013 (Jake Belcher, Ayisha Bhavnani, Ryan Bodary, Will Bodary, Brennen Diaz, Rita Hathaway, Ellery Hatopp, Zoe Jackson, Quinn Johnson, Clarisse Jorah, Tosh Ketz, Natalie Krienke, Aliyah Maher, Kristine Meader, Keegan Peterson, Sydney Schuster, Allyn Sims-Myers, Jonathan Smith, Collin VanLoo, and Austin Yeasting).

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

Public Participation: None.

Adjourn: Brian Hockley moved to adjourn the meeting at 7:45p.m.