Honey Creek Community School

Minutes of March 27, 2014 Board of Trustees Meeting

Call to Order: Lisa Wozniak called the meeting to order at 5:31p.m.

Recording Secretary: Karen Giltrow

Board Members Present: Yvette Atkinson (arrived at 5:32p.m.), Christine Kelley, Kelly Krawcke (arrived at 5:32p.m.), Jon Lonsway (arrived at 5:42.p.m.), Nina Nabors,

Greg White, Lisa Wozniak.

Staff and Community Members Present: Al Waters, Shellee Almquist, Sue Hofbauer,

Mary Bassett, Karen Giltrow, Elizabeth Scott.

Board Spotlight: None.

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

Public Participation: None.

Finance Committee: No report.

Foundation Liaisons: Written report in board packet. Christine Kelley noted the amount raised to date of \$38,775 includes pledges through the end of the year. Honey Creek parent Sara Brackenbury, will briefly address the community at the Talent Show regarding contributing to the Honey Creek Community School Foundation. Karen Giltrow will mail out the corporate letters once given the contact information.

Governance Committee: Written report in board packet. Director evaluation survey will go out to staff and board members on Monday.

Communications and Outreach Committee: Written report in board packet. Items discussed included:

- Traffic Problems and Safety Concerns (pedestrian crosswalks, speed limits, no parking in fire lanes at any time). Al Waters shared the traffic safety letter with WISD Facilities Manager Randy Trent and all other building residents. The letter will go out to the community and be addressed at the Talent Show.
- Website Review and Updating to include New and Noteworthy, What is Happening and Director Notes. Committee will discuss the possibility of bringing back the Honey Creek Bunches of Notes newsletter.
- Need Increased Community Participation in Honey Creek Committees (PTO, Foundation, Board Committees).

Community Involvement Committee: Written report in board packet. Yvette Atkinson reviewed the report and emphasized the need to recruit more volunteers to lighten the load on current committee members. The committee continues work on compiling a database of community interests and skills, and creating the framework for community involvement groups to align their activities with the curriculum.

Faculty Liaison: Liaison Mary Bassett shared the response from the faculty regarding the board's question to the faculty on what assessments they would like to see used in the Director's evaluation. The faculty would like to see report cards, MEAP, and Terra Nova scores used as assessments.

Director's Report: Al Waters gave a Power Point presentation on the preliminary data from the October 2013 MEAP. A written report is included in the board packet on student achievement as measured by the MEAP. The Full Academic Year data and adjusted gap information will not be released by the state until August, and once received will be presented to the board.

Old Business:

Honey Creek Charter Renewal

Al Waters reported the Articles of Incorporation are being modified up to the standards of the new legislation. A handout of the time lines for modification was distributed to the board. WISD Assistant Superintendent Sarena Shivers or Kristin Clarke will present on the status of the charter renewal at a future board meeting. Al Waters will meet with Kristin Clarke and a lawyer regarding drafting the new Articles of Incorporation next week. Changes include seven as the minimum number of board members, and eleven as the maximum number of board members. The definition of voting member will also be changed to one vote per family. The board will also have the option to nominate up to two board members.

Director Evaluation

Christine Kelley moved, supported by Kelly Krawcke to approve the following two components to the Director Evaluation Process:

- 1. Parent, Teacher and Board Member Survey
- 2. Rubric to Score Executive Director's Goals

Motion was approved by all board members present.

The Governance committee will meet with Al Waters regarding the third component on how to interpret and use the assessment data to evaluate the Executive Director?

New Business: None.

Other Items of Business by Consensus of the Board:

Christine Kelley asked about the Compensation Committee timeline for insurance. Al Waters responded the insurance policy expires at the end of December. The discussion was tabled until August.

Jon Lonsway asked if parent Brian Hockley could volunteer time, instead of a monetary contribution to the Honey Creek Foundation and would it be considered as participating. A discussion followed.

Board Kudos:

- To Darnell Talbert for another successful session R.E.C.E.S.S.
- To students, teachers, and parents for participating in conferences.
- To all community members who supported the California Pizza Kitchen fundraiser and potluck.

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

Public Participation: None.

Adjournment: Jon Lonsway moved to adjourn the meeting at 7:15p.m.