

Honey Creek Community School

Minutes of May 28, 2014 Board of Trustees Meeting

Call to Order: Lisa Wozniak called the meeting to order at 5:34p.m.

Recording Secretary: Karen Giltrow

Board Members Present: Yvette Atkinson, Christine Kelley, Kelly Krawcke, Jon Lonsway (arrived at 6:10p.m.), Nina Nabors, Greg White (arrived at 5:35p.m.), Lisa Wozniak.

Staff and Community Members Present: Al Waters, Shellee Almquist, Salli Kropp, Teresa Gonzalez-Woods, Stephanie Boling, Mary Bassett, Sue Hofbauer, Karen Giltrow.

Board Spotlight: Honey Creek teachers Salli Kropp, Teresa Gonzalez-Woods, and Stephanie Boling presented on the Assessment Literacy workshop they attended on how to work smarter, not harder. The assessment driven curriculum will streamline opportunities in how they teach, and is made up of five components; clear purpose, clear targets, sound design, effective communication, and student involvement and fits in with Honey Creek's Strategic Plan, both vertically and horizontally. It will cost approximately \$3,000 to continue with facilitator training over the upcoming school year for Honey Creek teachers Cindy Wauer, Teresa Gonzalez-Woods, and Salli Kropp. Four more Honey Creek teachers will be trained in Assessment Literacy in the fall.

Consent Agenda: Christine Kelley moved, supported by Nina Nabors to approve the consent agenda. **Motion was approved by all board members present.**

Public Participation: None.

Finance Committee: No written report. Shellee Almquist informed the board she spoke with Jon Lonsway regarding the budget and requested input. No response was received.

Foundation Liaisons: Written report in board packet. Christine Kelley announced the Foundation has received approximately \$41,000 and currently 71% of Honey Creek families have participated.

Governance Committee: Written report in board packet. Greg White, Nina Nabors, and Al Waters met on May 20, 2014 and discussed the results of the director's evaluation. A summary of the Director's evaluation will be provided to the Honey Creek Community School Board. The committee requested board members to look at the board orientation process and provide ideas, comments and feedback on the process. Ideas are to be emailed to Greg White prior to the June 25, 2014 board meeting.

Communications and Outreach Committee: Written report in board packet. Nina Nabors requested board member's provide her feedback prior to the June 25, 2014 board meeting regarding the idea of having event signups for PTO events (STEM Fair, Talent Show, etc.) done through the PTO website instead of the Honey Creek "all" email.

Community Involvement Committee: Written report in board packet. The committee's next steps will include:

- Obtaining more feedback on the Activity Proposal Form.
- Meet with Nina Nabors regarding communication procedures and making school information more accessible to the community.
- Meet with Al Waters, Teachers, PTO, and High Point to discuss creating integrated events with Honey Creek and High Point.

Faculty Liaison: Faculty Liaison Mary Bassett noted there was nothing to report.

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

- Tables and Charts Outlining Student Progress as measured by the Terra Nova 3 Assessment showing the National Percentile and Scaled Score. Individual reports will be sent home on May 28, 2014.
- Progress on Director's Goals
- Implementation of the Strategic Plan
- Provide Leadership to the Honey Creek Community School Foundation

Lisa Wozniak requested Al Waters report on the Progress of the Director's Goals at the next board meeting on June 25, 2014.

Old Business:

Honey Creek Community School Charter Renewal

Al Waters reviewed the new changes in the Honey Creek Community School Charter Renewal, and a discussion on the need to amend the articles of incorporation to reflect the new changes in the charter renewal contract followed. This will be an action item on the June 25, 2014 board meeting agenda. Al Waters will attend the WISD Board Meeting on May 27, 2014 when the Renewal Contract should be approved. Lisa Wozniak moved, supported by Kelly Krawcke to approve the Honey Creek Community School Charter Renewal Contract. **Motion was approved by all board members present.**

Director's Evaluation

Greg White summarized the components of the Director's evaluation that included the survey sent out to the staff, board members and randomly selected community members. A discussion followed that resulted in the Director's Evaluation agenda item being tabled until the June 25, 2014 board meeting.

Board Elections

Kelly Krawcke announced 42 families out of a total of 174 Honey Creek Community School families participated in the Board Online Voting. Kelly Krawcke certified 42 votes for Pamela Reister and 42 votes for Angela Tracey. Yvette Atkinson moved, supported by Kelly Krawcke to certify the 42 votes for both Pamela Reister and Angela Tracey. **Motion was approved by all board members present.** Kelly Krawcke will email the candidates and the community regarding the election results and Karen Giltrow will coordinate the swearing in date with the newly elected board members and the

WISD. Karen Giltrow will also invite Karen Andrews to the July 23, 2014 board meeting.

New Business:

First Reading of the Updated 2013-2014 Budget

Written report in board packet. Shellee Almquist reviewed the budget with the board and was charged by the board to write a summary of the 2013-2014 Updated Budget for the June 25, 2014 board meeting.

First Reading of the 2014-2015 Budget

Written report in board packet. Shellee Almquist reviewed the budget with the board and a discussion followed.

First Reading of the 2014-2015 School Calendar

Written report in board packet. Shellee Almquist reviewed the 2014-2015 School Calendar with the board.

Strategic Plan

Lisa Wozniak recommended looking at the Strategic Plan, reviewing it, and making adjustments if needed to ensure it remains purposeful. The Governance Committee may be the committee to oversee the review and possibly consider extending the current range of the Strategic Plan from 3-5 years.

Other Items of Business by Consensus of the Board: Lisa Wozniak thanked each board member and administrator for their service to Honey Creek Community School. Al Water thanked Lisa Wozniak for her leadership as Board President, and her contributions to the Phoenix Rising Campaign and the Strategic Plan.

Board Kudos To:

- Sarah Van Loo, Diane Miller, and Ray Garrison for providing after school Art, Aerial Silks, and Chess classes.
- The parents, students, teachers, and volunteers for another amazing STEM Fair.
- The parents, students, and volunteers for successfully competing in WESO.
- Katie Gates Bush and the student performers for another wonderful Spring Music Performance.
- The members of the IC Team and the teachers who collaborated with them to enhance and improve student and staff performance at Honey Creek.
- The PTO, and especially Catie Wells for leading the PTO, for their hard work and support to Honey Creek Community School with all of the activities and events for the entire community throughout the school year.
- Mary Edlund for helping keep track of Foundation donations at the Bagel Sale.
- Shellee Almquist for her hard work on the school budgets and the school calendar.

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 8:14p.m.