

# HONEY BUNCHES OF NOTES

HONEY CREEK COMMUNITY SCHOOL



Greetings all,

I'd like to introduce you to a new member of our community, Stop Sign. Stop joined us in late August, and has been placed in the greenway just across from the main entrance. He is disappointed in his placement because he is rather hard to see, and as a result, he is somewhat self-conscious, believing that he is not doing his job well. Perhaps you could help me restore Stop's self-esteem by taking notice of him and coming to a full stop before driving through the crosswalk at the main entrance. You will not only be helping Stop, but you will be providing safe crossing for our students and families.



## OCTOBER Events

Mark your  
calendar

Picture Day  
9th

Conferences  
16th & 23rd  
half days

Fall Festival  
23rd  
5:30-7:30 pm

Professional  
Development  
26th no care

Board Mtg.  
28th  
5:30 pm

This month we will begin our administration of the TerraNova assessment. All students in third through eighth grade will participate. The testing schedule will be determined by your child's classroom teacher. The TerraNova requires far less testing time than state assessments. Additionally, student performance data is available within two weeks. State data often takes six months to get back to the school, and because of all of the transitions in state testing, TerraNova data is presently more reliable.

Major events this month include student/parent/teacher conferences, which are scheduled for October 16<sup>th</sup> and 23<sup>rd</sup>. The fall festival is also scheduled for the 23<sup>rd</sup>. It is a fun event for adults of all ages, so be sure to join us.

All the best,

Al

## PTO

The PTO of Honey Creek meets on the second Friday of each month at 8:30 a.m. usually in the Pit unless otherwise noted.

Everyone is welcome and it was great to have 4 new parents at our first meeting in September! Thank you for coming and checking out the meeting and looking into ways to get involved!

The completed PTO events of September/October were: grade level pot-lucks, the Teacher pot-luck on Curriculum Night, MS Pot-Luck and Dance and the Walk-n-Run-a Thon.

Events for October will be the October 16<sup>th</sup> and 23<sup>rd</sup> Conferences and Teacher Pot Lucks and the October 23<sup>rd</sup> Fall Festival and Harvest Dinner.

If you are still thinking of ways to get involved at Honey Creek, one open position on the PTO is the PTO Co-Chair. Traditionally, the Co-Chair serves alongside the Chair for one year with the understanding that they will become the Chair during the next school year.

Unfortunately, we currently have no Co-Chair and this is my second (and last) year as PTO Chair. Please consider becoming Co-Chair this year! Contact me, Elka Francisco at [elkamarie89@gmail.com](mailto:elkamarie89@gmail.com) if interested.

## **The Honey Creek Community School Foundation**

The Honey Creek Community School Foundation met on Wednesday, October 7th at Hathaway's Hideaway in Downtown Ann Arbor. During that meeting, major points of discussion included the fall fundraising campaign, the position of the development director, and officer elections next month. Future meetings of the HCCSF board of directors will be on the first Monday of the month at 6:00 pm. Our next meeting will be at the offices of the Clean Energy Coalition. If you are interested in joining us, please email Sean Reed at [reed@cec-mi.org](mailto:reed@cec-mi.org)

## **Artsonia**

- Sarah regularly photographs the artwork and posts it on Artsonia so we have a frequent glimpse into what our children are learning and creating.
- We are able to share the artwork through Artsonia with relatives who are not local.
- Our relatives can send the kids postcards or comments on-line through Artsonia letting them know that they liked their artwork.
- We can order holiday gifts using the artwork - high quality tiles, note cards, magnets, etc.
- And best of all, every time we purchase an item on Artsonia, 20% of the sale goes back to Sarah to purchase art supplies for her program. Supplies she otherwise would not be able to purchase given our tight budget. This allows her to pursue projects and ideas with the kids in class that perhaps she might not of if she didn't have the supplies.

## CLASSROOMS

Please visit our website to stay up to date with classroom activities.  
Please continue to read our [blog posts](#) and all emails

**K-1**

<http://honeycreekschool.org/k-1/>

**2-3**

<http://honeycreekschool.org/2-3/>

**4-5**

<http://honeycreekschool.org/4-5/>

## Middle School

For information visit us at: <http://honeycreekschool.org/ms/>

Don't forget our Specials

Technology

<http://honeycreekschool.org/technology/>

Art

<http://honeycreekschool.org/art/>

Physical Education

<http://www.honeycreekschool.org/PE>

Music

<http://www.honeycreekschool.org/Music>

## Board News

Because Honey Creek Community School is a charter school, we are considered our own school district by the State of Michigan, and thus must have our own school board. The school's Board of Trustees is responsible for setting policy, approving school budget, and acting as the governance body for the school. The Board is made up of parents of Honey Creek students and community members. The primary responsibility of the board is to implement the mission of the Honey Creek Community School: to develop the whole child by integrating a rigorous, project-based curriculum, real-life experiences and expertise, a focus on relationships, and an emphasis on the importance of community in a supportive, multi-age classroom setting.

The public is welcome to attend Honey Creek Board meetings. Board meetings are generally scheduled for the third Wednesday of each month. Meetings are held at 5:30PM in the High Point Reception Room (Pit). Please see the school calendar for specific dates and times. Our next meeting is October 28, 2015.

Board elections are held annually in May to fill vacancies (electronic ballots will be sent out). Each family and staff member (half-time or greater) has one vote per open seat on the board.

2015-16 Board Members (term ending):

President: Greg White (2016)

Vice President: Karen Andrews (2017)

Treasurer: Andrew Banas (2018)

Secretary: Christine Kelley (2016)

Trustee: Pam Reister (2017)

Trustee: Steve Rich (2017)

Trustee: Megan Masson-Minock (2018)

Trustee: Linda Shirato (2018)

Trustee: Sara Hoffman (2018)

Board Update:

Full Board Minutes for each meeting are available on the Honey Creek website: <http://honeycreekschool.org/who-are-we/the-honey-creek-team/school-board>.

The Board met for its annual retreat in September 2015. After a long day of discussion and review, we drafted a Strategic Plan for Academic Success. This draft is included here; it is a living document, meant to be revisited and revised as new perspectives or challenges emerge.

Board conversation has been focused on completing a budget for the 2015-16 school year, with the current budget including a \$50,000 deficit. As more concrete numbers come in, this deficit is expected to get smaller; we are also hoping for contributions from the foundation to help with this number. The board hopes to be able to offer teachers a raise this year, and is also looking at hiring a principal to assist in curriculum alignment and teacher support. One way we are looking at increasing savings is moving to a management company, which would allow some staff the ability to leave the state retirement system, resulting in savings for both the school and those staff. We have also decided to wait to fill the Media Specialist position until our audit is complete, and we finish negotiating our lease with the WISD.

If you have any questions or concerns, please feel free to contact any board member, and public is always welcome at meetings!

Respectfully submitted by Christine Kelley, Board Secretary

Next meeting October 28, 5:30 pm. PUBLIC ALWAYS WELCOMED!



Plan Element	3 to 5 Year Vision	1 Year Plan (9/1/16)	90 Day Plan (12/31/15)
<i>Revenue/Financial Plan</i>	<ul style="list-style-type: none"> <li>= Financial               <ul style="list-style-type: none"> <li>o fundraising (increased, predictable, ↑ grants)</li> <li>o Fund Balance 10-15% with line of credit</li> <li>o 5-year plans/Forecasting/Multiple scenarios</li> <li>o Faculty rewards/compensation competitive</li> </ul> </li> <li>= Management Company               <ul style="list-style-type: none"> <li>o redistribute expenses</li> <li>o economies realized</li> </ul> </li> <li>= After Care/Camp               <ul style="list-style-type: none"> <li>o enhanced recognition</li> <li>o utilization increased</li> <li>o revenue at \$80K</li> </ul> </li> <li>= Branding, marketing &amp; messaging driving access to opportunities</li> <li>= Lobbying for funding equity</li> </ul>	<ul style="list-style-type: none"> <li>= Salary increases <b>12/31/15</b> <ul style="list-style-type: none"> <li>o determine %/costs analyses</li> <li>o present to Board for approval</li> </ul> </li> <li>= Plans/Forecasts <b>3/31/16</b></li> <li>= Management Company               <ul style="list-style-type: none"> <li>o review current retirement expense <b>12/31/15</b></li> <li>o estimate savings <b>3/31/16</b></li> <li>o Board decision <b>6/30/16</b></li> <li>o due diligence <b>6/30/16</b></li> <li>o go live <b>6/30/16</b></li> </ul> </li> <li>= Aftercare/Camp               <ul style="list-style-type: none"> <li>o partner with Sue to develop marketing &amp; advertising <b>12/31/15</b></li> <li>o increase in revenue of \$15K <b>9/30/16</b></li> </ul> </li> <li>= Succession Plan <b>12/31/15</b> <ul style="list-style-type: none"> <li>o develop timeline</li> <li>o review roles/structure/descriptions</li> <li>o tie in to financial planning</li> <li>o tie in to replication/expansion</li> </ul> </li> <li>= Professional development               <ul style="list-style-type: none"> <li>o inventory developed <b>3/31/16</b></li> <li>o report of Professional Development from Executive Director quarterly <b>12/31/15</b></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>= Salary increases               <ul style="list-style-type: none"> <li>o determine %/costs analyses</li> <li>o present to Board for approval</li> </ul> </li> <li>= Management Company               <ul style="list-style-type: none"> <li>o review current retirement expense</li> </ul> </li> <li>= Aftercare/Camp               <ul style="list-style-type: none"> <li>o partner with Sue to develop marketing &amp; advertising</li> </ul> </li> <li>= Succession Plan               <ul style="list-style-type: none"> <li>o develop timeline</li> <li>o review roles/structure/descriptions</li> <li>o tie in to financial planning</li> <li>o tie in to replication/expansion</li> </ul> </li> <li>= Professional development               <ul style="list-style-type: none"> <li>o report of Professional Development from Executive Director quarterly</li> </ul> </li> </ul>
<i>Faculty and Team</i>	<ul style="list-style-type: none"> <li>= Board goals aligned with Faculty/Administration interests</li> <li>= Succession Plans (Administration)</li> <li>= 3rd Administrator overseeing curriculum</li> <li>= Professional Development program               <ul style="list-style-type: none"> <li>o supports individual &amp; team development</li> <li>o inventory of development needs</li> <li>o multi-year plan</li> </ul> </li> <li>= After Care/Camp Programs have grown</li> </ul>	<ul style="list-style-type: none"> <li>= Succession planning               <ul style="list-style-type: none"> <li>o identify needs (including Communications Chair) <b>12/31/15</b></li> </ul> </li> <li>= Recruitment               <ul style="list-style-type: none"> <li>o source/cultivate candidates <b>3/31/16</b></li> </ul> </li> <li>= Board/Faculty lunch <b>9/25/15</b></li> <li>= Faculty interests aligned               <ul style="list-style-type: none"> <li>o seek feedback from Faculty liaison <b>12/31/15</b></li> <li>o communication strategy <b>3/31/16</b></li> </ul> </li> <li>= Policies               <ul style="list-style-type: none"> <li>o personnel policies consolidated/updated <b>12/31/15</b></li> <li>o Board policies updated <b>6/30/16</b></li> </ul> </li> <li>= Success story document (i.e., Annual Report) <b>6/30/16</b></li> <li>= MAPSA/MASB funding equity               <ul style="list-style-type: none"> <li>o research <b>on-going</b></li> <li>o recruit advocate <b>12/31/15</b></li> <li>o define issues/requests <b>12/31/15</b></li> </ul> </li> <li>= Communications &amp; Outreach and Marketing Committee charters               <ul style="list-style-type: none"> <li>o meet to review needs <b>12/31/15</b></li> <li>o delineate needs/accountabilities <b>12/31/15</b></li> <li>o recruit members <b>12/31/15</b></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>= Succession planning               <ul style="list-style-type: none"> <li>o identify needs (including Communications Chair)</li> </ul> </li> <li>= Board/Faculty lunch Faculty interests aligned               <ul style="list-style-type: none"> <li>o seek feedback from Faculty liaison</li> </ul> </li> <li>= Policies               <ul style="list-style-type: none"> <li>o personnel policies consolidated/updated</li> </ul> </li> <li>= MAPSA/MASB funding equity               <ul style="list-style-type: none"> <li>o research</li> <li>o recruit advocate</li> <li>o define issues/requests</li> </ul> </li> <li>= Communications &amp; Outreach and Marketing Committee charters               <ul style="list-style-type: none"> <li>o meet to review needs</li> <li>o delineate needs/accountabilities</li> <li>o recruit members</li> </ul> </li> </ul>
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**Board Committees: Accountabilities and Goals**

<p><b>Finance Committee:</b> Andrew Banas (Chair), Sara Hoffman  Accountabilities: Accurate financial records and statements, Budget oversight and preparation, Audit and compliance, Financial Plan</p> <ul style="list-style-type: none"> <li>≡ Succession Plan <b>12/31/15</b> <ul style="list-style-type: none"> <li>○ tie in to financial planning</li> <li>○ tie in to replication/expansion</li> </ul> </li> <li>≡ Salary increases <b>12/31/15</b> <ul style="list-style-type: none"> <li>○ determine %/costs analyses</li> <li>○ present to Board for approval</li> </ul> </li> <li>≡ Plans/Forecasts <b>3/31/16</b></li> <li>≡ Management Company <ul style="list-style-type: none"> <li>○ review current retirement expense <b>12/31/15</b></li> <li>○ estimate savings <b>3/31/16</b></li> <li>○ Board decision</li> <li>○ due diligence <b>6/30/16</b></li> <li>○ go live <b>6/30/16</b></li> </ul> </li> </ul>	<p><b>Governance Committee:</b> Pam Reister (Chair), Greg White, Karen Andrews, Megan Masson-Minock  Accountabilities: Board self-assessment, Board professional development, Board recruitment, By-Laws, Policies, Director's Evaluation</p> <ul style="list-style-type: none"> <li>≡ Succession planning <ul style="list-style-type: none"> <li>○ Admin: develop timeline <b>12/31/15</b></li> <li>○ Admin: review roles/structures/descriptions <b>12/31/15</b></li> <li>○ BOD: identify needs (including Communications Chair) <b>12/31/15</b></li> </ul> </li> <li>≡ Recruitment <ul style="list-style-type: none"> <li>○ source/cultivate candidates <b>3/31/16</b></li> </ul> </li> <li>≡ Board/Faculty lunch <b>9/25/15</b></li> <li>≡ Faculty interests aligned <ul style="list-style-type: none"> <li>○ seek feedback from Faculty liaison <b>12/31/15</b></li> <li>○ communication strategy <b>3/31/16</b></li> </ul> </li> <li>≡ Policies <ul style="list-style-type: none"> <li>○ personnel policies consolidated/updated <b>12/31/15</b></li> <li>○ Board policies updated <b>6/30/16</b></li> </ul> </li> </ul>
<p><b>Communications &amp; Outreach Committee:</b> Christine Kelley (Chair)  Accountabilities: Communications (external and internal), Website, Liaison/consult with PTO, Foundation and Faculty</p> <ul style="list-style-type: none"> <li>≡ Success story document (i.e., Annual Report) <b>6/30/16</b></li> <li>≡ Communications &amp; Outreach and Marketing Committee charters <ul style="list-style-type: none"> <li>○ meet to review needs <b>12/31/15</b></li> <li>○ delineate needs/accountabilities <b>12/31/15</b></li> <li>○ recruit members <b>12/31/15</b></li> </ul> </li> <li>≡ Aftercare/Camp <ul style="list-style-type: none"> <li>○ partner with Sue to develop marketing &amp; advertising <b>12/31/15</b></li> <li>○ increase in revenue of \$15K <b>9/30/16</b></li> </ul> </li> </ul>	<p><b>Branding &amp; Marketing Committee:</b> Steve Rich (Chair)  Accountabilities: Branding strategy, Marketing collateral</p> <ul style="list-style-type: none"> <li>≡ Success story document (i.e., Annual Report) <b>6/30/16</b></li> <li>≡ MAPSA/MASB funding equity <ul style="list-style-type: none"> <li>○ research <b>on-going</b></li> <li>○ recruit advocate <b>12/31/15</b></li> <li>○ define issues/requests <b>12/31/15</b></li> </ul> </li> <li>≡ Communications &amp; Outreach and Marketing Committee charters <ul style="list-style-type: none"> <li>○ meet to review needs <b>12/31/15</b></li> <li>○ delineate needs/accountabilities <b>12/31/15</b></li> <li>○ recruit members <b>12/31/15</b></li> </ul> </li> </ul>
<p><b>Future Vision &amp; Expansion Committee:</b>  Accountabilities: Analyze and evaluate K-8 duplication, Analyze and evaluate High School creation, Provide recommendations to the Board</p> <ul style="list-style-type: none"> <li>≡ Committee formalized <b>10/1/15</b></li> <li>≡ Develop 2 year plan <b>12/31/15</b> <ul style="list-style-type: none"> <li>○ funding/budget</li> <li>○ site selection</li> <li>○ stakeholder engagement</li> </ul> </li> <li>≡ Visioning sessions with community (parents, business, institutional, government, educational organizations) <b>3/31/16</b></li> <li>≡ Decision <b>6/30/16</b></li> </ul>	