

Board Minutes  
May 23, 2018 5:30pm

1. Call to Order
  - a. The meeting was called to order at 5:31pm
2. Roll Call
  - a. Bryan Cole, Victoria Bennett, Melanie Hagan, Andy Sheibar, Matthias Kirch, Bridgette Carr, Megan Masson-Minock, Barnaby Pung (5:48pm), Wayne Millette (5:48pm)
3. Public Participation
  - a. With Megan Masson-Minock's permission Barbara Naess wrote a letter, read by Mary Bassett in response to the comments read at last month's meeting.
  - b. Joe Mantle - show support for teachers, promote continuing air quality investigation.
  - c. Iliia Mantle - expressed support for Barbara Naess, feels there should be more compassion and empathy towards those who are sick.
  - d. Mary Johnson - supports Barbara Naess, shared how Barbara has helped her child in the classroom.
  - e. Sherry MacKay - expressed support for teachers and administration, would like more transparency and reasonable approaches from the board.
  - f. Grace Helms-Kotre representing equity team, supporting K/1 teachers.
  - g. Willie Northway - concerns about letters read at last board meeting and how the administration has handled air quality concerns, letter to all staff to clarify information. Expresses support for Barbara Naess.
  - h. Tung and Hong Ngo - support the K/1 teachers.
  - i. Merri Rose - grateful for all the administration has/is doing about air quality.
  - j. Todd Austin - wants air quality to be investigated to completion.
  - k. Courtney Harris - supports Stephanie Boling, shared how her child has grown at Honey Creek.
  - l. Meagen Kujac - son was diagnosed with vision problems and appreciated Stephanie Boling for bringing it to her attention.
  - m. Johnny Thompson - feels there is a strong us vs them climate at Honey Creek. The public forum in March answered questions for her, not sure what else there is to test for.
4. Consent agenda Action Item
  - a. Amended April 25 minutes and consent agenda motioned by Bridgette Carr seconded,Wayle Millette passed 9:0 by show of hands.
5. Board spotlight - Air Quality Committee Recommendations Sherry MacKay
  - a. Megan Masson-Minock introduced Sherry MacKay, thanked Stephanie and Barbara for being the voice of those who have symptoms, Wayne Millette for joining the committee, and Brian Hockley for contributing.
  - b. Sherry MacKay gave a presentation detailing what the committee has been working on. Timeline details past present and future. Met with

faculty/contractors. All air tests meet standards. HVAC is most likely the cause. Two chemicals detected at very low levels that are atypical. Further inspection and cleaning of HVAC and ductwork. Presented actions they wish to take to the Board of Trustees. Discussion of recommendations followed and the following motions were made by Bryan Cole:

- i. The Board moves that HCCS Administration and Board members request of WISD Superintendent: (1) *Pilot program to adjust thermostat timing in A wing through the end of the HCCS school year* (2) *Access to Johnson Controls monitoring data from September, 2016 to present.* (3) *Consider replacing ceiling tiles with signs of moisture/leaks before major building renovations begin.* (4) *Consider cleaning of ductwork, or allow HCCS to pursue this work per capital improvement provisions of our lease*
    1. Motion by Bryan Cole Seconded by Victoria Bennett by roll call vote: Bryan Cole yes, Barnaby Pung yes, Victoria Bennett yes, Andy Sheibar yes, Megan Masson-Minock yes, Wayne Millette no, Matthias Kirch yes, Bridgette Carr yes, Melanie Hagen yes. Motion passes 8:1.
  - ii. The Board moves that HCCS Administration enter into a contract for mechanical assessment of the High Point building using funds previously approved for air quality testing, if and only if: (1) *Total cost does not exceed \$2,500.* (2) *All funds are disbursed by June 30, 2018.* (3) *WISD staff agrees and allows assessment contractor full access to the building.*
    1. Motion by Bryan Cole Seconded by Matthias Kirch by roll call vote: Bryan Cole yes, Barnaby Pung yes, Victoria Bennett yes, Andy Sheibar yes, Megan Masson-Minock yes, Wayne Millette yes, Matthias Kirch yes, Bridgette Carr yes, Melanie Hagen yes. Motion passes 9:0.
  - iii. The Board moves that HCCS Administration implement a new a database-driven safety event reporting system in accordance with state laws and school policies by September 1, using input from the Air Quality Committee
    1. Motion by Bryan Cole seconded by Bridgette Carr by roll call vote: Bryan Cole yes, Barnaby Pung no, Victoria Bennett yes, Andy Sheibar yes, Megan Masson-Minock no, Wayne Millette no, Matthias Kirch no, Bridgette Carr yes, Melanie Hagen no. Motion failed. 5:4
  - iv. The charter of the Air Quality Committee is continued through September 30, 2018, recognizing that additional air quality funds shall not be disbursed after June 30, 2018 without additional Board action.
    1. Motion by Bryan Cole seconded by Matthias Kirch: Bryan Cole yes, Barnaby Pung no, Victoria Bennett no, Andy Sheibar yes, Megan Masson-Minock yes, Wayne Millette yes, Matthias Kirch yes, Bridgette Carr yes, Melanie Hagen yes. Motion passes 7:2
6. Equity Team Request Fernanda Cross, Debi Khasnabis, Simona Goldin, Marolyn Valenzuela and Veronica Grondona
- a. Motion to move the request from item 12A to item 6 by Wayne Millette, seconded Barnaby Pung by show of hands. Passes 8:1.
  - b. The equity team presented their proposal to the board. Discussion followed.
  - c. Motion to approve equity team request to create a standing equity committee that contains at least one teacher, one school administrator, and one board member by Barnaby Pung, seconded by Wayne Millette by roll call vote: Bryan Cole yes, Victoria Bennett yes, Bridgette Carr yes, Melanie Hagen yes, Andy Sheibar yes,

Matthias Kirch yes, Wayne Millette yes, Barnaby Pung yes, Megan Masson-Minock yes. Motion passes 9:0.

Barnaby Pung left at 8:10pm. Megan Masson-Minock thanked everyone for their patience and endurance.

7. Director's report

Al Waters

- a. Policy revision contract has been placed on hold for this year. Can recommence in August provided that there are funds in the budget.
- b. Suggested adding 5 days of professional development to next year's calendar. Another suggestion was to add 8 hours on MLK day and 27 hours on Fridays after early release.
- c. Al Waters was notified by the Michigan Department of Special Education that a complaint had been filed against Honey Creek. The complaint was later deemed insufficient and had been dropped by the state.
- d. Current software Honey Creek uses to create report cards is being discontinued this summer. Honey Creek will need to find a new provider.

8. Faculty Liaison Report

Mary Bassett

- a. Everyone appreciates the board and all the work that they do. A lot of staff is concerned about current social climate and how we will recover. Feedback about creating the equity team has been positive, some expressed concerns they will have more input in Honey Creek's hiring practices. Concerns with fundraising for causes out of the country instead of focusing on local issues. Proper procedures for taking concerns from the staff to the board should be established and outlined in the employee handbook. Discussion about how to best share feedback with the board followed.

9. Foundation Liaison Report

Melanie Hagan

- a. Did not meet.

10. PTO Report

- a. No questions about the report

11. Strategic Plans Committee

a. Finance Committee

Bridgette Carr

- i. Fund balance is running low, a loan may need to be taken out over the summer.

b. Governance Committee

Bryan Cole

- i. Nothing to report.

c. Sustainability Committee

Barnaby Pung

- i. Did not meet.

d. Outreach Committee

Andy Sheibar

- i. Working on developing a state of the school meeting. Thank you to Megan Rodgers for making the Honey Creek Facebook page official.

12. Old Business: 2nd reading of HCCS Fundraising Policy Amendments

- a. Motion to accept policy as written by Bridgette Carr, seconded by Melanie Hagen. Motion to approve by show of hands 8:0

13. New Business Action Item
  - a. 1st Reading of 2018/2019 Calendar
    - i. No major changes from 2017/2018 calendar.
  - b. 1st Reading of 2018/2019 Budget
    - i. The budget was reviewed. Unanticipated costs and lower fund balance this year indicates the need to look for additional sources of revenue and note that budget cuts will be necessary. Discussion about how best to proceed followed.
  - c. 1st Reading of Uniform Grant Guidance Policies
    - i. Policies are required by Federal law in order to receive Federal funding. Due to Honey Creek's small size some of the policies don't apply. The governance committee will review further.
    - ii. Motion to table by Bridgette Carr seconded by Wayne Millette by show of hands: passes 8:0
  - d. 2nd Reading of Director's Goals Action Item

The agenda item 2nd Reading of Director's Goals was tabled.
  - e. June meeting dates scheduled for the: 20th and 27th
14. Board Kudos
  - a. Marolyn Valenzuela for organizing Curriculum Celebration potluck for teachers.
  - b. All those who participated in the Staff vs Student basketball game.
  - c. Everyone who ran After School Clubs.
  - d. Air Quality and Executive Committees.
15. Preparation for Board Communications
  - a. Budget and Air Quality actions
16. Coming Meetings/Events - listed in agenda
17. Public Participation
  - a. Marolyn - thank you for support looking forward to work with the community as part of the Equity Team
  - b. Megan Rodgers - Haven't seen much participation all year. Community needs to rise the the occasion and stay involved.
  - c. Casey Yeager - Wants to see more transparency about budget to families, wasn't aware of how serious the budget was.
  - d. Sherry MacKay - Believes parents and community members would be willing to help out with budget fundraising if different approaches were taken to inspire potential sponsors.
  - e. Heidi Ellis - Meeting was insightful, many things were clarified by attending in person.
  - f. Merri Rose - Thank you for taking air quality seriously, appreciates support and action from the board.
  - g. Todd Austin - Believes parents would be willing to help out with fundraising.
  - h. Courtney Harris - Thanked the board for their hard work and dedication to the school. Doesn't feel that it isn't appropriate to read staff letters at board meetings.
  - i. Ross Rhizal - Shared appreciation for all Honey Creek teachers.

- j. Liz Scott - Wants to make clear that there is no “us vs them” among staff members.
- k. Johnny Thompson - Suggests bringing budget to staff as has been done in the past. There has been success with teachers fundraising for classroom necessities in the past.

18. Board of Trustees Comments

- a. Bryan Cole - Remind everyone to assume positive intentions as perceptions that the board is withholding information aren't true. Thank you to those who came and stayed for the whole meeting.
- b. Bridgette Carr - Feels that there is a lack of understanding for how the board operates and the processes it has in place. The board will reach a final conclusion about air quality but that doesn't resolve the rift that has been created.
- c. Megan Masson-Minock - Hopes that everyone will resolve disputes in a respectful manner. Thank you to those who attended the meeting.
- d. Wayne - Honey Creek is a special school and doesn't want people to take what they have here for granted.

19. Adjournment

- a. The meeting was adjourned at 9:54 pm