



Minutes

7:00 pm Thursday, December 19, 2024 in room 417 of HCIS

HELPFUL LINKS FOR BOARD MEMBERS AND GUESTS

[Board of Directors website](#)

[New Member Orientation Documents](#)

NEW -- [HCIS Board of Directors Training Schedule](#)

[FYI of serving on a charter school board](#)

[Robert's Rules](#)

[2024-2025 Board Committee Assignments](#)

[Board Training Folder](#)

Open Meeting (2 minutes)

- Roll Call - Attendees: Brian Scott, Mark Johnston, Shelby Renoos (via ZOOM), John Schulte, Ted Anderson, Bethany Carroll, Whitney Runia, Director Aryn Bergsven
- Student Representatives: Blythe Halenbeck
- Read Mission Statement: *Harbor City International School is an inclusive, tuition free, public high school committed to academic challenge, community engagement, creative expression, and global perspective.*
- Consider additions to the agenda.
- **VOTE to approve the agenda**
 - **MSC: Brian, Bethany (6-0)**
- Declaration of any conflicts of interest.

Discussion (20 minutes)

- Marketing call with Tony from Grow
 - [Presentation](#)
- **VOTE to approve marketing expense for enrollment with GROW**
 - **MSC: Mark, Bethany (6-0):**
- Revised vision statement
 - See notes in SPC meeting minutes

Board Business (10 minutes)

- **VOTE** to appoint Whitney Runia to the open teacher seat
 - **MSC: Brian, Mark (6-0)**
- **VOTE** to adopt policy on [Malicious and Sadistic Conduct](#)
 - **Tabled**
- **VOTE** to amend edits to [5.1.1 Admissions policy](#)
 - **Tabled**
- **VOTE** to amend edits to [7.2.2 Bidding for Services from Authorizer](#)
 - **Tabled**
- [Update on Policy Update Project](#)
- [Group health policy](#)
- **VOTE** to amend [Emergency Succession Plan](#)
 - **MSC: Brian, Mark (7-0)**

Treasurer's Report (20 minutes)

- **VOTE** to accept the audit
 - **Tabled as the audit is not yet complete**
- [Minutes](#)
- [October Finance Documents](#)
- [Finance Committee Folder](#)
- [Income Statement](#)
- [ADM Report](#)

Consent Agenda

VOTE to approve for October:

- operating receipts \$252,887.17
- checks 21627-21663* \$95,016.83
- payroll transactions \$175,010.15
- Misc. disbursements \$8,988.24
- **MSC: Brian, John (7-0)**

Regular Finance Committee Meetings: 4:30 p.m. on the 2nd Thursday of each month in Room 416. Next regular meeting is **WEDNESDAY** January 8th, 2024.

Secretary's Report -- (2 minutes)

- Executive Committee Report (ExComm [minutes](#))
- **VOTE** to approve [November Minutes](#) - Amended to accurately reflect presence of student representative Blythe Halenbeck
 - **MSC: John, Bethany (6-0)** Shelby abstained (ZOOM closed)

[Mncharterboard.com](#) is available to us. Your username is your email address and the password is "password." There are short presentations about all things having to do with charter school boards. **This site now has the three required training areas for new board members which you can do online and for FREE! New members: Don't start your training until after you are sworn in. It doesn't count if you are not a current board member.** Reminder: There are three board training areas: governance, finance and employment. The first has to be done within 6 months of membership, and they all have to be completed in the first year of your term. Here is [our roster](#) which includes completed training. Please see [your individual training folder](#) and submit certificates into it.

School Operations (20 minutes)

- [Directors' Report](#)
- VOTE to extend meeting to 9:15 p.m.
 - * MSC Brian, Bethany (7-0)
- VOTE to approve hire of James Elrod as new Language Arts teacher at a salary of \$56,000
 - * MSC: Brian, Mark (7-0)

Student Report (10 minutes)

- [Report](#)

Committee Reports (5 minutes) [Committee Roster](#)

Board Development/Nominating Committee -- Mark J.

- [Minutes](#)
- Regular Meetings: As needed. Check the Board calendar.

Director Review Committee - John S.

- [Minutes](#)
- Regular Meetings as needed. Check the Board calendar.

District Academics Advisory Committee -- Shelby R. .

- [Minutes](#)
- Regular meeting: 3rd Tuesday of the month at 3:40

Strategic Planning Committee -- Ted A. [STRATEGIC PLAN](#)

- [Minutes](#)
- [Student Experience Survey Report 2023-2024](#)
- Regular SPC Meetings: The first Thursday of the month, 3:30 in room 415.

Equity, Inclusion and Antiracism Committee -- Brian S.

- [Minutes](#)
- Regular meetings: Second Tuesday of the month at 3:30 in room 320.

Board Policy Review (5 minutes) (Policy review Calendar)

Board Policies: Do the following Board Policies say what we want them to say and are we in compliance?

Consent Agenda--

MSC: Bethany, Mark, (7-0)

- **VOTE** [C. Board Job Contributions](#)
- **VOTE** [D. Monitoring Director Performance](#)
- **VOTE** [A. Treatment of Students & Families](#)

Five questions to ask yourself while you are reviewing policies:

- Who does this policy impact?
- What forces are driving the policy?
- Are there individuals and/or communities that will be disproportionately (and negatively) affected by this policy?
- Does this policy perpetuate or help to dismantle historical, legal, or other barriers set in the past?
- If disparities are identified, how can they be mitigated or eliminated?

Bylaws Review (1 minutes) (Link to [HCIS Bylaws](#)) Do the following bylaws say what we want them to say and are we in compliance?

- None!

Operational Policy Review: (10 minutes) (Link to [Operational Policies](#)) Do the following say what we want them to say and are we in compliance?

- **VOTE** [6.7: Field Trips & Travel](#) (tabled in September) Proposal link
 - Tabled
- **VOTE** [5.4.4: Student Discipline](#)
 - **MSC: Brian, Mark (7-0)**
- **VOTE** to update [5.6.2 Use of Restraints](#) [Proposal link](#)
 - **MSC: Brian, Mark (7-0)**

* **VOTE** to extend meeting to 9:30

MSC: Brian, Mark (7-0)

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Annual Review of operational policies (5 Minutes)

We don't have to vote on these policies, but please review them and determine if they say what we want them to say and that we are in compliance.

- [4.5.6: Use of Reasonable Force](#)
- [4.6.1: Health & Safety Including Employee Right to Know](#)
- [4.8.1: Use of Electronic Systems](#)
- [4.8.2 Employee use of Social Media](#)
- [5.8.3 Use of Social Media in School](#)
- [4.11 Tuition Reimbursement](#)
- [5.4.5: Pupil Fair Dismissal Process](#)
- [5.9.1: Student Extra-Curricular Part](#)

Review: (2 minutes)

- Summary of Actions Taken
- Board Reflection: How did we do? What went well? What could we do better next time?

VOTE to adjourn

MS: Brian, John

Preview of January 16 Meeting:

November Financials

Director Review Process begins

Annual Budget Process begins

Discuss annual retreat

Open Meeting Law training

- [Board Policies](#) To vote on:
 - II. [K. Student Representative to the Board](#)
 - IV. [G. Communication and Support to the Board](#)
- [Operational Policies](#) that **must** be revisited:
 - [2.5 Open and Closed Meetings](#)
- [Operational Policies](#) to Review:
 - [2.5 Open and Closed Meetings](#)
 - [3.1: Record Retention/Destruction](#)
 - [3.2: Administration of the MGDPA](#)
 - [5.1.1: Admissions Policy with Lottery](#)
 - [5.3.1: Student Educational Data](#)
 - [5.3.2: Adjudicated Juveniles](#)
 - [7.2.2: Bidding for Services from Authorizer](#)
 - [8.4.1 Wellness Policy](#)
- [Bylaws](#) to review: I. Purpose, II. Offices