



HCCS BOARD OF TRUSTEES

Regular Meeting – Wednesday, November 16, 2022 – 5:30 PM – Cafeteria

Public Zoom Link: <https://zoom.us/j/94923924857>

- I. Call to Order & Roll Call - Craig absent, Bridgette online, Kevin & Mary present 5:34pm**
- II. Changes or Additions to the Agenda**
- III. Approval of Previous Meeting Minutes - Approved**
- IV. Public Comment - None noted**
- V. Board Correspondence - Note noted**
- VI. Presentations: None**
- VII. Reports**
 - a. Director's Report - We're working very hard and are providing quality education despite significant staffing shortage. Enrollment is stable.
 - b. President's Report - Board training rescheduled for Wed 1/11/2023 (in person for board, available for public via zoom). Committee meeting schedules have been posted for the public.
 - c. Treasurer's Report - Finance committee didn't meet while waiting for info from the accountant and aftercare. Will meet this Friday.
 - d. Teacher's Report - Working hard to maintain social distancing and avoid mingling student groups. Happy to be done with NWEA and getting back to class work.
 - e. Parent-Teacher Organization Report - SPiritwear sale just finished! Delivered to school in mid december. Next meeting 12/1. Craft sale 12/8. Holiday staff collections 12/5-9 - delivered on 14th. PTO tax filing. Entire executive committee will not be returning next year - need parents to shadow and step up to fill these roles.
 - f. Committee Reports as Applicable
 - i. Finance - Nothing additional.
 - ii. Governance - Thanks to Matt, Laura, Dillon, Sherry & Kevin for the adhoc meetings to discuss pandemic response update. Also prepping for Director review process - plan coming at next board meeting. Additional community member joining the committee! Working through updates for policy - modifying based on any legal actions needed. Next meeting 11/30, adjusted for Thanksgiving Break.
 - iii. Advancement - Didn't meet last week due to illness. Looking for best option communication app. Working with Kevin on instagram account. Creating and maintaining a list of staff accolades for marketing. Establishing a dashboard to capture the greatness of honey creek.
- VIII. Discussion Items - None**
- IX. Action Items**
 - a. Pandemic Response - value and mission of honeycreek is to support in person learning for all students in a safe environment. We framed a series of tools that may be, though not necessarily used, in order to respond to covid cases but also mitigate cases from becoming an outbreak. Discussion on the specific language used in pandemic response update. All questions on implementation of policy should be directed to Kevin. Conscious decision to leave metrics for risk level up to director's discretion. Data will be kept to support future discussions on policy. Communication through the online newsletter is paramount. Motioned, seconded. All present in favor. None opposed. {Dated pandemic response in board packet}

- b. Board Administrative Guidelines Acquisition / NEOLA - long term (multi-year) process for going through policy and administrative guidelines. This is the group we used last year as we made our board policy updates. Annual fees support Board Docs interface. This is a “single use” consultation service without additional annual fees. The operational instruction on how to interpret board policy. The board policy is the “older sibling” and the Administrative guidelines is how the board policies will be utilized day to day. Once our admin guidelines are online and finalized - they can be updated as a part of the board docs annual fee. Motioned, seconded. All present in favor. None opposed.
- c. Hiring Recommendations - Honeycreek Alumni returning as Instructional Assistants. Motioned, seconded. All present in favor. None opposed.

X. Acknowledgements & Thank You’s

Sherry: Thank you Governance committee and community input on covid policy updates. Thank you to the staff for coordinating all the NWEA testing.

Bridgette: Kudos to faculty for NWEA testing! Especially for working with the K/1s.

XI. Public Comment - None.

XII. Adjournment - 6:25pm - meeting adjourned.

This is not a public meeting; rather it is a meeting of the Honey Creek Board of Trustees held in public. Provision for public comment is available at the beginning and the end of the meeting. Public comment is limited to three minutes. Speakers must be recognized by the Board President and state their name and address for the official record. Complaints concerning school personnel or students cannot be discussed in an open meeting unless done in compliance with Public Act 267 of 1967. Such complaints should be forwarded to the Executive Director unless he/she is the subject of the complaint in which case it should be processed through the Board President. Upon request, we shall make all reasonable accommodations for a disabled person to attend this meeting.