



HCCS BOARD OF TRUSTEES

Regular Meeting – Wednesday, October 19, 2022 – 5:30 PM – Cafeteria

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

- I. **Call to Order & Roll Call** - meeting called to order at - 5:39pm. Attendance: Sherry, Mouna, Bridgette, Dillon, Matt, Craig, Laura. Absent: Mary Johnson, Woodrow Wilson. Also, present Mary Bassett (teacher liaison). Administration in attendance: Kevin and Schranda via zoom.
- II. **Changes or Additions to the Agenda**
- III. **Approval of Previous Meeting Minutes** - so moved, seconded. All present in favor.
- IV. **Public Comment** - none noted
- V. **Board Correspondence** - none noted
- VI. **Presentations:** Annual Audit from Yeo & Yeo
 - a. Tim Crosson presenting via zoom
 - b. Transparency report was not listed on the website within 30 days of finalization of budget, likely an issue of administrative transition
- VII. **Reports**
 - a. Director's Report
 - i. 251 students currently enrolled, number will fluctuate
 - ii. Conferences have been going well and excitement about fall festival
 - iii. Aggressively advertising and recruiting for staff openings
 - b. President's Report
 - i. All committees are active now with meeting schedules posted on the website
 - ii. Moving to engaging the public with committee meetings
 - c. Treasurer's Report - hold until finance committee report
 - d. Teacher's Report - Mary Bassett
 - i. Sue (camp/aftercare/lunch) - received 3 grants (totalling \$331,000) - child care stabilization grants for fall, winter, and spring
 - ii. Staff is learning powerschool, project based learning is going well, new pick up procedures - very busy season
 - iii. NWEA - middle school starts next week and then works down to younger children
 - e. Parent-Teacher Organization Report - Mary absent but Abby reporting as co-chair
 - i. Fall festival is Saturday - Looking for volunteers!
 - ii. All classes have room parents
 - iii. Abby (middle school) & Lisa Schrader (early L) are new parent/family ambassadors. Contact them with any questions or concerns!
 - iv. Spirit-wear sale coming soon!
 - f. Committee Reports as Applicable
 - i. Finance - Bridgette
 1. 10/7 meeting - special services staffing contracts are supportive of the work admin has done to make that happen
 2. Finance committee put together a list of requests they have for accounting summaries and grant requirements
 - ii. Governance - Sherry
 1. Meetings: 4th Wednesday of each month with holiday break exceptions, open to the public. 5:30PM via zoom.
 2. Focus is on review and compliance on board policies - looking specifically for annual action items.

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.

3. Ensuring that all trustees are trained. Wednesday Nov 2nd there is a board training event - overview of general board responsibilities with an emphasis on transition years (new director).
- iii. Advancement - Mary absent, Mouna speaking on behalf
 1. 9/14 meeting with another next week (10/27 @5:30pm) via zoom - typically the 2nd Wednesday of each month
 2. Annual goals and task assignments
 - a. Develop marketing plan for enrollment
 - b. Establish & maintain a digital dashboard with organizational status (metrics that stakeholders would like to see)
 - c. Gain sense for awards and affiliations of staff to highlight achievements
 - d. Insights and surveys that can be employed at the school - developing a robust feedback system (i.e. families who leave, staff exit survey, etc.)
- iv. Foundation - Craig
 1. Meets 2nd Tuesday of each month at 7:00 via zoom (contact info on the website)
 2. Worked on the trail/access pass behind the school - pursuing a grant
 3. Presence at the fall festival
 4. Survey out to the community on what they know about the foundation
 - a. Laura's husband is a survey methodologist, offering his services

VIII. Discussion Items - none

IX. Action Items

- a. Pandemic Response - no changes other than requesting governance committee overview as policy keepers - with recommendations coming to the full board. No vote.
- b. Special Services Staffing Contract - seen in schedule B of the board packet
 - i. There is grant money potentially available to support the proposed contract for staffing services.
 - ii. Reimbursement is available for these services and the contract will put us in compliance.
 - iii. So moved, seconded. Roll call vote: - all present approved.
 - iv. Contract between TinyEYE Technologies Corporation and Honeycreek Community School, for staffing services related to social work, SLP therapy, and assessments, with 504 caseloads to be added. Dated 11/28/2022 through 06/09/2023 totalling \$71,197 in minimum fees.
- c. Grant Application Authorization
 - i. Investigation and potentially apply for Grants:
 1. Section 31aa of Public Act 144 of 2022: Per pupil funding for mental health
 2. Section 97 of Public Act 144 of 2022: Per pupil funding for improved student safety
 - ii. WISD is applying for an responsible for additional grants
 - iii. Community and stakeholder feedback is an integral part of this program
 - iv. Motion (LANGUAGE) - bridgette, second craig - all present in favor
- d. Hiring Recommendations - already onboarded
 - i. Jamie Krake – Instructional Aide
 - ii. Robyn Lachman – Instructional Aide
 - iii. Still in need of 4 additional instructional aides.
 - iv. So moved, seconded. All present in favor.

X. Acknowledgements & Thank You's

- a. Sherry - Thank you everyone for being willing to pitch in for the Fall Festival, for the PTO and all the volunteers. Thank you for providing a community event to gather! Special thanks to the middle school students who have taken an active role in planning the entire event.
- b. Kevin - Thank you for the PTO potluck organization!

- c. Dillon - Thank you to all the teachers. We had conferences recently and it was so nice to talk to other adults, community members who see our children, know them and want the same things for them. It was a great reminder of the reason we are at Honeycreek.
- d. Laura - Shout out to Sue for the impressive aftercare program!

XI. Public Comment - none noted

XII. Adjournment - 6:55pm

Next meeting in the cafeteria.