

Harbor City International School
Board of Directors



Agenda

Thursday, January 12, 2017, 7:00 p.m.
Room 310

7:00pm Open Meeting (5 minutes)

- Roll Call-- Attendees:

- Student Representatives:

- Communication from guests (limit 5 minutes per guest) - please sign up if you wish to speak.
- Read Mission Statement: *Harbor City International School is a college preparatory, public high school. We are a small community whose mission is to nurture a sense of belonging, insist upon academic excellence, and graduate global citizens who eagerly pursue knowledge and enrich their communities.*
- Consider additions to the agenda
- **Vote to approve the December agenda**
- Declaration of any conflicts of interest --

Board Operations (40 minutes)

- Finances -- Pete (10 minutes)
 - **Vote** to approve November (1) operating receipts, (2) checks, (3) payroll transactions, and (4) miscellaneous disbursements
 - **Vote** to approve December (1) operating receipts, (2) checks, (3) payroll transactions, and (4) miscellaneous disbursements
 - Regular Finance Committee Meetings: 4:30 p.m. on the first Thursday of each month in Room 310 at HCIS
- Secretary's Report -- Sara (5 minutes)
 - Executive Committee Report ([ExComm Minutes for January](#))
 - **Vote** to approve minutes ([December BOD minutes](#)) from the December meeting
 - Regular Executive Committee Meetings: 3:20 p.m. Monday, the week before the regularly scheduled BOD meeting in room 417.

Board Policy Review (20 minutes) ([Policy review Calendar](#))

- **Board Policies:** Do the following Board Policies say what we want them to say and are we in compliance?
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- - II.K Student Representatives to the Board
 - IV.G Communication and Support to the board
 - Appendix F: Open and Closed meetings
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Operational Policy Review: (10 minutes) ([Link to Operational Policies](#))

- Do the following operational policies say what we want them to say and are we in compliance?
 - Policies to review:
 - 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
 - Resolve issue of online copies and record of changes.
- Policy Committee -- Liz H. 4.6.1 - Health and Safety including employee right to know

School Operations (15 minutes)

Student Report (10 minutes)

Committee Reports (20 minutes)

- Board Development/Nominating Committee -- Sara F.
 - Election Update
 - Meeting Report (
 - Regular Meetings: Regular Meetings: 3:20 Monday afternoon the week after the BOD meeting in Sandra Radtke's room.
- Director Review Committee -- Sumair S.
 - Regular Meetings: 2nd and 4th Tuesdays at 4:15
- Strategic Planning Committee -- Sarah L.
 - Meeting reports: [11/17](#), [12/1](#) Talk about SPC "to do" list.
 - Personnel Committee
 - Continue discussion from last month on whether we are following our mission. Come up with bullet points that clarify the mission. [Link to staff meeting notes, and notes from Dr. Haire about mission.](#)
 - Regular SPC Meetings: Thursday before BOD meeting: 3:15 Room 417, and Thursday after the board meeting at 3:15 in room 417 (meeting twice a month)
 - Regular Personnel meetings - every other Wednesday after school during committee time.

Review: (5 minutes)

- Summary of Actions Taken
- Board Reflection: How did we do? What went well? What could we do better next time?
 - Director Review Process begins
 - Annual Budget Process begins
 - Retreat Planning
- Adjourn - **Vote** to Adjourn