



Minutes - Draft

August 11, 2016, 7:00 p.m.
Room 310

7:00pm Open Meeting

- Roll Call: Attendees: Sarah Lindahl, Pete Langr, Justin Strom, Sandra Radtke, Sumair Sheikh, Liz Holte, Leah Prussia, Ted Buck, Anne Wise, Sara Floerke Absent: Amanda Aschbach
- Student Representatives: Ellie Sternberg
- 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 August agenda MSC Holte/Langr**
- Declaration of any conflicts of interest --

Board Operations

- Finances -- Pete
 - **Vote to approve June (1) operating receipts of 283,522.45 MSC Langr/Holte**
 - **(2) June checks 12950 - 13004** 66,726.14 MSC Langr/Holte**
 - **(3) June payroll transactions 209,521.16 MSC Langr/ Holte**
 - **(4) June miscellaneous disbursements of 3,062.57 MSC Langr/Sheikh**

 - **Vote to approve July (1) operating receipts of 169,454.29 MSC Langr/Sheikh**
 - **(2) To approve July checks 13005 - 13035** 72,275.45 MSC Langr/Prussia**
 - **(3) To approve July EFT payroll transactions of 148,338.83 MSC Langr/Prussia**
 - **(4) To approve July misc disbursements 1248.59 of MSC Langr/Radtke**

 - Regular Finance Committee Meetings: 4:30 p.m. on the first Thursday of each month in Room 310 at HCIS

Board Operations

- Secretary's Report
 - Executive Committee Report
 - **Vote to approve minutes from the June meeting MSC Floerke/Holte**
 - **Vote to approve minutes from the July meeting MSC Floerke/Holte**

 - Regular Executive Committee Meetings: 3:30 p.m. the Thursday before the regularly scheduled BOD meeting in room 417.

Board Operations

- **Vote on Motion to appoint Sara Floerke as chair to Board Development Committee MSC Holte/Langr**
- **Vote on Motion appoint Liz Holte as chair to the Policy Committee MSC Floerke/Langr**
- **Vote on Motion to change the composition of the Board Development Committee to two BOD members from three BOD members MSC Holte/Sheikh**
- **Vote on Motion to nominate Liz Holte to the Director Review Committee MSC Langr/Strom**
- **Vote on Motion that policy II.M says what we want it to say and we are in compliance after we strike the “(cont.)” on page 27 MSC Langr/Strom**
- **Vote on Motion that policy IV.J. Executive Director Qualifications says what we want it to say and we are in compliance MSC Holte/Prussia**
- Policies to Review: Are we following these and do they say what we want them to say?
 - 4.6.2: Bloodborne Pathogens
 - 4.6.3 and 5.5.5: Communicable Diseases and Infections
 - 4.9: Employee’s rights regarding termination
 - 5.3.3: Directory Information (FERPA)
 - 5.5.4: Concussion Management
 - 7.5: Annual Audit
- Documents to review -- Do they say what we want them to say and do we follow them?
 - **Vote on Motion to postpone approval of the [Employee Handbook](#) until September MSC Holte/Langr**
 - **Vote on Motion to Approve the [Student Handbook](#) except for change on page 46 to say “total absences.” MSC Langr/Holte**
 - **Vote on Motion to waive the pledge requirement of Policy 6.6: Pledge of Allegiance Policy MSC Langr/Holte**

School Operations

- Director Results
 - Proposal for ideas for Director Results from Directors and SPC Committee
 - **Vote on Motion to approve Director Results 1, 3, 4, 5. Table # 2 MSC Sheikh/Holte**
 - **Vote to make motion to extend BOD meeting for 15 minutes MSC Holte/Langr**
- Directors’ Report

Committee Reports

- Board Development/Nominating Committee -- Liz H
 - Need another member
 - Regular Meetings: Last Friday of each month, 3:15, Staff Room
- Director Review Committee -- Sumair S.
 - Discuss quarterly review feedback cycle
 - Regular Meetings: Second Tuesday of each month, September - April.
- Strategic Planning Committee -- Sarah L.
 - [Report](#)
 - Regular 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)

Review:

Summary of Actions Taken

- Preview next meeting (September 8, 2016)
 - J. Director Succession - incl. Appendices A,B,C
 - L. Annual Report
 - Board Authority
 - Policies
 - 4.2.1 Pub. And Private Personnel Data
 - 4.4.1: FMLA
 - 4.4.2 MN Parental Leave Act
 - 5.4.6 Dress Code/Religiously Neutral
 - 5.6.3 Removal of Students with IEPs
 - 6.7 Field Trips and Travel

- Vote on 5.8.2 Internet and Educational Network Safety and Acceptable Use
- Crisis Plan Review
- Exposure Control Plan (4.6.2)
- Hazardous Information Plan
- Board Composition

Adjourn - Vote to Adjourn MSC Holte/Prussia