



# Minutes Draft

September 8 , 2016, 7:00 p.m.  
Room 310

## 7:00pm Open Meeting (5 minutes)

- Roll Call: Attendees: Sarah Lindahl, S. Floerke, S. Sheikh, L. Prussia, T. Buck, S. Radtke, J. Strom, Liz Holte, Pete Langr,
- Amanda Ashbach, Anne Wise and Dawn Buck entered later
- Student Representatives: C. Ehrbright, E. 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 September agenda MSC Floerke/Langr**
- Declaration of any conflicts of interest --

## Board Operations (20 minutes)

- Finances -- Pete (15 minutes)
  - **Vote** to rollover \$100,000 CD **MSC Langr/Prussia**
  - **Vote** to approve August (1) operating receipts \$437,613.27 **MSC Langr/Sheikh**
    - (2) to approve August checks 13036 - 13057 \$57,460.50 **MSC Langr/Strom**
    - (3) to approve August payroll transactions \$111,399.76 **MSC Langr/Holte**
    - and (4) to approve August miscellaneous disbursements \$7,405.55 **MSC Langr/Prussia**
  - Regular Finance Committee Meetings: 4:30 p.m. on the first Thursday of each month in Room 310 at HCIS unless it's the first Thursday of the month
- Secretary's Report (5 minutes)
  - Executive Committee Report
  - **Vote** to approve minutes ([August BOD 2016 Minutes](#)) from the August meeting **MSC Floerke/Langr**
  - Regular Executive Committee Meetings: 3:20 p.m. Monday, the week before the regularly scheduled BOD meeting in room 417.

## School Operations (20 minutes)

- Director Report
- **Vote** to table Annual Report until next month **MSC Langr/Sheikh**
- **Vote** on approve Lease Amendment **MSC Sheikh/Langr**

## Student Report (10 minutes)

## Policy Review (60 minutes)

- **Board Policies:** Do the following Board Policies say what we want them to say and are we

in compliance?

- **Vote:** II. J. Director Succession - Including Appendices A, B, C ([Link to Board Policies](#) pp. 18, 46, 47, 48 online version) **Tabled to October**
- **Vote:** III. A. Board Authority (pg. 28 online version) **MSC Holte/Sheikh**
- **Vote:** IV. H. Emergency Succession Plan for the director - includes Appendix D (pp. 43, 55 online version) **Tabled to October**

- **Operational Policies:** Does the following Operational Policy say what we want it to say and are we in compliance?
  - **Vote:** 5.8.2 Internet and Educational Network Safety and Acceptable Use ([Link to Operational Policies](#)) **MSC Holte/Sheikh**

- **Documents to review (Consent Agenda) VOTE on whether these say what we want them to say and if we are following them.**
  - Crisis Plan
  - Blood Borne Pathogens [policy 4.6.2](#) **MSC Sheikh/Holte**
  - Board composition

- **Other policies to Review:(15 minutes)** Are we following these and do they say what we want them to say? MSC
  - 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

- **Committee Reports (20 minutes)**
- Board Development/Nominating Committee -- Sara F
  - Regular Meetings: 3:45 Monday afternoon the week after the BOD meeting in the Staff Room
- Director Review Committee -- Sumair S.
  - Discuss quarterly review feedback cycle
  - Regular Meetings: Third Tuesday of each month, September - April, 4:30.
- Strategic Planning Committee -- Sarah L.
  - [8/18/16](#), [9/1/16](#) Charter school conference Saturday, Oct. 15 at Trek North
  - **Vote** to accept this director's result about equitable access as recently edited **MSC Holte/Sheikh**
  - 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)
- Policy Committee -- Liz Holte
  - Report

**Review: (5 minutes)**

Summary of Actions Taken

Preview of Next meeting:

- Strategic Intentions: I.C of Board Policies

- Board Policy Review and Adoption II.H of Board Policies
- Accountability of the Director III.B of Board Policies
- Asset Protection IV. E of Board Policies
- September Financials
- Review Operational Policies
  - 4.10: Whistleblower
  - 6.1: Grading
  - 6.2 Length of school year and Calendar
  - 6.4.1 Release Time for Religious Events and Rel. Accommodation
- Policy to vote on: 4.5.1 and 5.4.1: Against Unfair Discriminatory Practices

**Adjourn - Vote to Adjourn MSC Langr/Prussia**