



Minutes - DRAFT

Thursday, March 9, 2017 7:00 p.m.
Room 310

7:00pm Open Meeting (5 minutes)

- Roll Call: Attendees: Sarah Lindahl, Amanda Ashbach, Justin Strom, Ted Buck, Anne Wise, Liz Holte, Sandra Radtke, Sara Floerke, Pete Langr
- Guests: Lee
- 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 March agenda MSC Holte/Langr**
- Declaration of any conflicts of interest --

Board Operations (40 minutes)

- Finances -- Pete (10 minutes)
 - **Vote to approve February (1) operating receipts 208,688.39 MSC Langr/Floerke**
 - **(2) February checks 13295 - 13339** 69,204.74 MSC Langr/Strum**
 - **(3) February EFT payroll transactions 135,858.36 MSC Langr/Holte**
 - **(4) February miscellaneous disbursements 4,028.48 MSC Langr/Floerke**

 - **Vote to approve Budget Revision for increase in revenue to 92,907 and change in expenditure to 15,471 MSC Langr/Holte**
 - 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 for March](#))
 - **Vote to approve minutes ([February BOD 2017 Minutes](#)) from the February meeting MSC Floerke/Langr**
 - Regular Executive Committee Meetings: 3:20 p.m. Monday, the week before the regularly scheduled BOD meeting in room 417.
- Board retreat on Sunday, March 26 from 9AM to 1PM. Revise [agenda](#) for retreat? Please read [this booklet](#) and bring any questions or discussion points to the retreat.
- Congratulations to us for receiving a governance award!

School Operations (15 minutes)

- Directors' Report
- Review Calendar for 2017/2018 year. We are scheduled to approve calendar in Ap

Student Report (10 minutes)

Board Policy Review (10 minutes) ([Policy review Calendar](#))

- **Board Policies**: Do the following Board Policies say what we want them to say and are we in compliance?
 - **Vote**: II.A. Governing Approach MSC Langr/Holte
 - **Vote**: IV. C. Financial Planning and Budgeting - Including Fund Balance Policy MSC Langr/Floerke
 - **Vote**: Appendix H - Acceptance and administration of Gifts to HCIS MSC Holte/Langr

Operational Policy Review: (0 minutes) ([Link to Operational Policies](#))

Committee Reports (20 minutes)

- Board Development/Nominating Committee -- Sara F
 - Committee Report ([February 2017 Minutes](#))
 - Regular Meetings: Regular Meetings: 3:20 Monday afternoon the week after the BOD meeting in Sandra Radtke's room.
- Director Review Committee -- Sumair S.
 - Committee Report [Minutes for March meeting](#)
 - Regular Meetings: 2nd and 4th Tuesdays at 4:15
- Strategic Planning Committee -- Sarah L.
 - Meeting reports: [2/16](#), [3/2/17](#)
 - 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.
- Policy Committee -- Liz Holte
 - Policy Review of: ([Link to Operational Policies](#))
 - 2.4.3 & 4.5.5: Gifts
 - 4.6.4 & 5.5.2: Drug-Free Workplace/Drug-Free School
 - 5.5.1: Chemical Use and Abuse
 - 5.5.3: Tobacco-Free Environment
 - 5.5.8: Student Medicine in school
 - 7.1: Segregation of Duties

Review: (5 minutes)

- Summary of Actions Taken
- Board Reflection: How did we do? What went well? What could we do better next time?
- Preview of April meeting:
 - Date changed to April 20 to accommodate Stephanie Olsen
 - Board Policies: I.D, II.G, IV. D.
 - March Financials
 - Operational Policy 7.3.1: Electronic Transfer of Funds
 - Last meeting for outgoing board members: Liz, Sumair, Sara
 - Board Review Results
 - Approve Calendar
- Adjourn - **Vote to Adjourn** MSC Floerke

