

Harbor City International School
Board of Directors



Agenda

October 13 , 2016, 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 October agenda**
- Declaration of any conflicts of interest --

Board Operations (20 minutes)

- Finances -- Pete (15 minutes)
 - **Vote** to approve September (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 (5 minutes)
 - Executive Committee Report
 - **Vote** to approve minutes ([September BOD 2016 Minutes](#)) from the September meeting
 - October Executive Committee Meeting Minutes [10/16 Exec Comm Minutes](#) 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's Report](#), [Director slideshow](#),
- **Vote** to Approve **Annual Report** ([handy guideline](#) for reading the report)

Student Report (10 minutes)

Policy Review (60 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. J. Director Succession (tabled from last month) - Including Appendices A, B, C ([Link to Board Policies](#) pp. 18, 46, 47, 48 online version)
 - **Vote:** IV. H. (tabled from last month) Emergency Succession Plan for the director - includes Appendix D (pp. 43, 55 online version) [New Succession Plan](#)
 - **Vote:** I.C. Strategic Intentions (pg. 6 online version)
 - **Vote:** II.H. Board Policy Review and Adoption (pg. 16 online version)
 - **Vote:** III.B. Accountability of the Director (pg. 29 online version)

- **Vote:** IV. E. Asset Protection (pg. 40 online version)
- **Operational Policies:** Do the following Operational Policies say what we want them to say and are we in compliance? ([Link to Operational Policies](#))
 - **Vote:** 4.5.1 Against Unfair Discriminatory Practices
 - **Vote:** 5.4.1 (Same policy as above. One is in chapter 4 in reference to human resources, one is in chapter 5 in reference to students)

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

Committee Reports (20 minutes)

- Board Development/Nominating Committee -- Sara F
 - Regular Meetings: 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.
 - Meeting reports: [9/15/16](#), [10/6/16](#),
 - Personnel Committee [9/28/16](#)
 - 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
 - **Vote** on [Election Policy 2.1](#) in [Operational Policies](#)

Review: (5 minutes)

Summary of Actions Taken

Preview of Next meeting:

- Audit Presentation
- II.I Strategic Planning
- III.C Delegation to the Director
- IV.B Treatment of Staff and Volunteers
- November Financials
- Review:
 - 4.5.2: Code of conduct for Employees Licensed by MDE
 - 4.7.1 Maltreatment of Minors/Mandatory Reporting
 - 5.7.1 Tennessen Warning
 - 5.7.2 School Lockers
 - 5.7.3 Students' Free Speech Rights
 - 7.3.2 Employee Expenses and Reimbursement Policy

Adjourn - Vote to Adjourn