



# Agenda

Wednesday, December 7, 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 December agenda**
- Declaration of any conflicts of interest --

## Board Operations (40 minutes)

- Audit Presentation: Becky Cebelinski from Wipfli (25 minutes)
  - [Link to Required Communication Letter](#)
  - [Link to Audit](#)
  - **Vote** to approve auditor's report for the financial year ended June 30, 2016
- Finances -- Pete (10 minutes)
  - **Vote** to approve November (1) operating receipts, (2) checks, (3) payroll transactions, and (4) miscellaneous disbursements
  - **Vote** To approve a transfer of \$31,208 from the General Fund to the Food Service Fund to finance the operating deficit in the Food Service Fund for fiscal year 2015-2016.
  - 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 December](#))
  - **Vote** to approve minutes ([November BOD 2016 Minutes](#)) from the November meeting
  - Regular Executive Committee Meetings: 3:20 p.m. Monday, the week before the regularly scheduled BOD meeting in room 417.

## School Operations (15 minutes)

- Directors' Report

## Student Report (10 minutes)

## 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?
  - **Vote:** II.C: Board Job Contributions (pg 11)
  - **Vote:** III.D: Monitoring Director Performance (pg 31)
  - **Vote:** IV.A: Treatment of Students and Families (pg 33)
  - IV.C Fund Balance Policy discussion ([Information](#)) ([pg 35 in BOD policies](#))

### **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?
  - **Vote:** 5.4.4 Student Discipline
  - Resolve issue of online copies and record of changes.

### **Committee Reports (20 minutes)**

- Board Development/Nominating Committee -- Sara F.
  - Election Update
  - Meeting Report ([11/14/16 BOD Dev 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.
  - Regular Meetings: 2nd and 4th Tuesdays at 4:15
- Strategic Planning Committee -- Sarah L.
  - Meeting reports: [11/17](#), [12/1](#)
  - 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.
- Policy Committee -- Liz H.
  - **Vote** on Draft of [Policy 4.8.2](#)
  - Policy Review of: ([Link to Operational Policies](#))
    - 4.5.6 - Use of reasonable force
    - 4.6.1 - Health and Safety including employee right to know
    - 4.8.1 - Use of Electronic Systems
    - 5.4.5 - Pupil Fair Dismissal Act
    - 5.9.1 - Student Extra-Curricular Participation

### **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 January meeting:
  - Board Policies:
    - II.K Student Representatives to the Board
    - IV.G Communication and Support to the board
    - Appendix F: Open and Closed meetings
  - December financials
  - 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
  - Director Review Process begins
  - Annual Budget Process begins
  - Retreat Planning

- Adjourn - **Vote** to Adjourn