

**Garden City Community School
Board of Directors
Regular Meeting
Minutes**

December 17, 2007

LOCATION:

GCCS

9165 Chinden, Garden City, ID 83714

[Executive Session will start at 6:30 pm.](#) Open Session at 7:00 pm.

Attendees: Marti Monroe, Jan Thomas, Barbara Gaston, Gayle Sibley, Cindy Hoovel,
Mark Bader-Hellstrom, J. Michael , Nimi Shandu,

EXECUTIVE SESSION (Closed to the Public).

Pursuant to Idaho Code Section 67-2345(1):

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- (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student;
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Open Session (to follow Executive Session)

- 7:00 1. Check-in and agenda adjustments Meeting started at 7:25 pm
- 7:05 2. Minutes from 11/19/07 regular board meeting – Marti. Gayle moved that we amend the minutes and Nimi seconded that we approve the minutes when the changes are made. Approved.
- 3. Treasurer’s report – Brett – not present and agreed to answer any questions on the phone. 126.81 was the number reported to the state of present students. 136 was the projected number and anticipated money related to that. Mark had a few questions and plans to call Brett tomorrow to ask questions and get clarification. Mark BH moved, Jan seconded, that we accept the treasurer’s report. The motion carried.
- 4. Policy Committee report – J.Michael reported from the policy committee. Jan moved and Gayle seconded that the following policies, read and reviewed in the November meeting be approved. Motion carried.
2330 lesson plans.DOC
2240 BARBARA Class Size capping classes.DOC
2570 MICHAEL Use of Commercial Produced Video Recordings videos in classroom
2570F MICHAEL Parental Movie Opt-Out and Consent Form video

parent

2620 JAN Assessment Reports.DOC

2810 NEW POLICY TO MICHAEL. Internship opportunities.DOC

3205 CINDY Behavior Standards.DOC

3297 CINDY Assault and Battery.DOC

3305 CINDY Prohibition of Weapons.DOC

4210F Fee Schedule for Community Use of School Facilities.DOC

5360 CINDY Dress and Appearance.DOC

5400 BARBARA Certificated and Classified Employees Sick
Bereavement

"I move the following policies, read and reviewed, be brought forward to the January meeting for final approval", was Mark's motion. Nimi seconded it and it passed.

4105 Public Participation in Board of Directors Meeting.doc

4105F Public Participation in Board of Directors Meeting Form...

4110 Public Complaints.doc

4120 Uniform Grievance Procedure.DOC

4130 Public Access to Charter School Records. DOC

4130F Record Request Form.DOC

4160 Notice to Parents bf.doc

4210P Community Use of School Facilities Procedure.DOC

7440 JMD Garden City Community School Credit Cards credit

5. School Director's report – Cindy Hoovel, see report attached at the end of these minutes. Outstanding is the fact that our audit that Cindy did is being used by the commission as an example because it is the best the commission has ever seen. Most schools hire an outside auditor and Cindy did ours.
6. Director evaluation process – Marti reported that this year we will invite staff and community council and the board to evaluate Cindy in January and later in the school year. Next year we will start with the evaluation before the school year begins so we have a plan in place that is understood by all – by experience. Board agreed and said that they were grateful that Marti is doing this. We all agreed that had we done this last year we might have helped ourselves avoid some serious problems. Marti created a summary of the evaluations procedures Shirley Rau had shared with her and she will contact the department and make sure that these are the Idaho standards also. Cindy says she has seen the director evaluation standards someplace on the web. Marti will have this all in place and ready to go to the people doing the evaluation in January. We agreed that we would invite key people from the parent volunteers and community council, all teachers and staff, and board members to participate in the evaluation. Cindy will also be invited to evaluate herself using the same standards. We are aiming to have the first round complete in January.
7. Community Council report They agreed that fund raising could be used for operations and they also want assurance that in addition, there is money always remaining, to support the community council in an on - going fashion. Report on the on-line auction.

8. Board member search report – Mark thought he had some people at work to help out, neighborhood, mayors office, ideal would be someone in Garden City. Plans to call 3 people suggested by those present this evening tomorrow morning. There is a difference between having a board member go ask businesses for funds, and having a professional development program so that we know who to recruit. Someone who does tracking and recording and someone who has awesome people skills. Marketing skills are the same skills used in fund raising. Auctions, and events are the things that are hot and building community. Relationships are everything. We need someone who can coordinate the 6 fund raising activities each year and who needs to coordinate which contacts are which and how to treat them and invite them to participate, etc. Laurel agreed to mentor anyone who is willing to accept this role. She can't take the job, she'll do the training.
9. Strategic Planning Committee report – Laurel To date 20 interviews have been completed by different stakeholders. 42 in total have responded. In all there is no trend that is surprising or alarming that would cause the generation of more input by stakeholders. Process will be continuing until Friday. Request the board to fill out the assessment to see how congruent they are with the staff. Laurel passed them out and asked for a response right away. January 18, 2008 we will hold a strategic planning 8 hour workshop to generate mission vision and strategic plan, then present it to community council February 5. Then the committee will present the plan to the board in March. We are looking for the ideal location with lots of wall space. Going to Hidden Springs if space is available in the club house there. Nimi moved that we have alcohol at the auction, MBH 2nded, all agreed. Can serve alcohol and no children admitted.
10. Other agenda items
11. Adjourn Nimi moved MBH we adjourn at 9:11.

Director's Report to the Board
Garden City Community School
December 17, 2007

Enrollment

Current enrollment is 139. Matthew: 25, Cathie: 22, Ben: 22, Tawnia: 20, Lisa: 19, Marin: 20 Shari: 11
We gained nine students the last two weeks and have two more hoping to enroll this week.

Idaho Charter School Commission Site Visit

Tamara Baysinger met with the Brett Spencer, board treasurer, Gayle Sibley, board parent rep and I on December 14 to tour the school and verify that everything had been completed as per the corrective action plan written to address the July letter of defect. She also reviewed the programmatic audit I wrote for the Commission as required by October 15. The Commission plans to put the GCCS programmatic audit on their website as an example for other schools as they said it was the best one they've received! ☺ Tamara was very complimentary about our school and stated that we are completely "off the Commission's mind now" as all they are "hearing and seeing is good news"! The next Commission meeting will be in March when Tamara will give the Commission her report.

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 Regular Meeting ¶
 Minutes¶
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Open Session (to follow Executive Session)¶

7:00

Staff Meetings

These Wednesday afternoon meetings will now contain a training component each week to address areas regarding curriculum and classroom management. Last week we watched the program “A Visit to a Differentiated Classroom” borrowed from the State Dept of Ed (produced by the Association of Supervision and Curriculum Development which I belong to). It was an excellent source of ideas for teachers to use in multi-age groupings and specifically addressed, classroom set up, student management, curriculum, centers, meeting all abilities’ needs, and assessment.

Newsletters

I will continue to write bi-monthly newsletters for GCCS families and Teresa Worth will write one representing the Community Council. We plan to coordinate these and sometimes combine them – depending on what’s happening. This will now enable my newsletters to have enough space to contain an educational section to help families understand various aspects of GCCS academics and philosophies.

Staff Evaluations

I have visited every classroom many times – both formally and spontaneously to observe and mentor teachers. All teaching staff has had their informal observations and conference with me. Official self-evaluations have been completed by each certified teacher and we will finalize this formal evaluation by the end of first semester as part of their personnel file documentation.

Reading

K- 3rd grade teachers have been meeting with Special Ed Director, Terry Johnson to develop a supplemental reading program for students who received a “1” on the Idaho Reading Indicator (IRI) tests this fall. We have applied for funding to the state education department and are considering an after school program to start the end of February.

Garden City Tree Lighting Ceremony

Garden City Commissioner, Alfreda Higgins, invited the school to attend their first annual tree lighting ceremony on the lawn of City Hall/Library. GCCS had a huge turn out of families (about 90 people) and many city officials and employees attended. Refreshments were served in the foyer afterwards.

PE at the Y

Students have been enjoying their weekly PE sessions at the Meridian HomeCourt YMCA where college students have been teaching them basic skills of various team sports mixed with character education. We hope to use the downtown Y for future classes starting in February.

Ken Harris Music

Ken is working with students after school each Monday to expand their musical talents.

Pokemon Club

Under the direction of Megan Jones, there is now a Pokemon Trading Card Club which meets every other Tuesday after school. The first meeting included history and explanations about the cards from a trading card store owner with the last meeting having the kids play games and trade cards.

Safety Plans

The Garden City police have met with me twice now as we want to partner for: 1) rapport/education for students, 2) administrative support of behavioral incidents, and 3) coordinate our safety/lock down plans with them since we are part of a business district. Revised fire and lockdown procedures will be ready the end of the semester.

Thursday Community Meetings

This quarter, each class is choosing some aspect of the Garden City Community to present to the all-school meetings on Thursday mornings. So far our visitors have included: 1) the GC Librarian who told a great story and gave prizes for a trivia game, 2) the GC Police who explained what they do and demonstrated their drug dog's abilities, and 3) Tawnia's class who gave a great skit about the Pledge of Allegiance and invited a veteran to talk to the group and answer their many questions.

Charter School Grant Purchases

Recent purchases using this grant have included: reading curriculum, over head projectors, PE classes and transportation, miscellaneous technology parts as Michele continues to refurbish donated printers and computers to install in each classroom, marketing/recruitment costs, resources/books for staff to learn more about teaching in such a diversified school and shelves to complete the library.

Recruitment

- General Recruitment

Megan Jones is now officially our Recruitment Coordinator and will help me with public relations, increase enrollment and get the good word out to develop a waiting list for the Spring Lottery. Using Charter Grant money, she is being paid a stipend of \$12/hour for the work she does in this area. Close documentation is being recorded for our files. She attended the Soroptimists' Christmas Party held at the Boys and Girls Club December 7 where she had a table set up in between their activities. Children were given candy and GCCS brochures to place in their goodie bags to take home to parents. She has also contacted a friend involved with public relations who has given her some good ideas. We have talked to Idaho Arts Charter School to learn methods they have tried. She is developing an advertisement to place in the Family Weekly's kindergarten issue which will come out by February 2008. An Open House will be held at the school to coincide with the February Community Council meeting.

- Kindergarten

The Kindergarten task Force met December 5 to brainstorm ideas to increase our kindergarten enrollment. This has already resulted in environmental changes to the kindergarten. The committee has many great ideas which will focus on this winter to invite area preschool families to the school, kinder-fairs, pre-screening, and configurations of the kindergarten (two classes/day, all-day class, mixed k/1?).

Respectfully submitted by:

Cindy Hoovel, Director/Garden City Community School

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- 4. Policy Committee report – J.Michael
- 5. School Director's report – Cindy Hoovel
- 6. Director evaluation process - Marti
- 7. Community Council report
- 8. Board member search report - Mark
- 9. Strategic Planning Committee report - Laurel
- 10. Other agenda items
- 9:00 11. Adjourn