

HEALTHY LEARNING ACADEMY  
Board of Directors Meeting – August 18, 2015

The meeting was called to order at 4:10 PM by Bettianne Ford.

1. Welcome / Introductions

Board members present at the meeting: Bettianne Ford, Carolyn Lichty, Sharon Sperling, Peggy Ford, Sheila Crapo, Jacqueline Swank and Lucia Knowles. Also attending: Anni Egan (Principal), Amber Matts, Lynn Little, Mary Ann Harris, Chelsee Florence. Board member absent: Bernd Liesenfeld.

2. Old Business ☒

- a. Policy manual as revised - Sheila motioned to accept changes, Sharon seconded. Motion carried.
- b. Minutes from July 2015 meeting as revised – Sheila motioned, Peggy seconded, motion carried.
- c. Strategic planning – identify additional participants. Carolyn moved to table to September, Sheila seconded. Motion carried.
- d. Complete principal evaluation for 2014-15 (notes for future evals)
  - i. In the annual teacher survey, there should be questions on each of the criteria that are on the Principal assessment so that the Board can have the teachers' point of view in addition to the Principal's.
  - ii. Follow-up surveys are done after each period of staff instruction, and the Principal needs access to the results of those surveys in order to determine how the teachers felt about the instruction.
  - iii. Board evaluated 4 of the 10 criteria on the form, and will finish the evaluation at the September meeting.

3. New Business ☒

- a. Budget Approval/ Financial statement
  - i. Carolyn asked if we could have a line item for reserve funds so that the balance does not seem to fluctuate so much. Anni said she heard about something called a balance carried forward that might fit this requirement, and she will report more information about that option at the next meeting.
  - ii. Sharon reviewed bank statements sent by Anni in July. There were no questions or concerns.
  - iii. Carolyn moved to approve budget, Sheila seconded. Motion carried.
- b. Parent Representative report – Carolyn
  - i. The email address and phone number were set up for the Board Representative: boardrep@hlacharter.com or (352) 658-3236. Carolyn will be at both August 20 and 27 orientations to give presentation.
- c. Discuss use of facility for non-school activities – develop policy

Bettianne entertained a motion not to allow outside community groups or vendors to hold activities on the premises. Sharon motioned, Sheila seconded. Motion carried.

- d. Principal's report:

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- i. School media should include celebration of 10 years on marketing / advertising and at school signage
  - ii. Professional development classes were held, and were paid for through a grant for which Anni applied. Follow up will be provided by a doctorate student at no cost next year.
  - iii. Anni's continuing education:
    1. She changed her concentration to Instructional Leadership.
    2. With the current rules, she would not be allowed to sit for the educational Leadership test with that degree, but she says those rules are going to change.
    3. Since she is currently in a Principal position, there will be no time at which she would be able to train with a Principal at another school.
    4. She is on track to finish her Masters in Education with a concentration in Curriculum Leadership in 2017.
  - e. HLA website: add teacher pictures and testimonials (testimonials were there but now the page is missing).
  - f. Staff contracts need to be changed because of benefit supplement language. Anni will create an addendum to the contract that teachers can sign, and will email the draft to Bettianne for approval. Carolyn moved to amend, Sheila seconded. Motion carried.
  - g. Capital bar: Anni to get list of capital assets to bring for discussion at the next meeting.
4. Public comment period – no public comments

Meeting adjourned at 6:11 PM

9/15 Agenda (start at 4:30):

- Complete the review of the Principal for 2014-2015
- Begin discussion of Strategic plan workgroup members (including Playground)

Future agenda items:

- Report from Principal about how results of Parent Survey are being used.

Minutes submitted by Peggy Ford for approval at the September meeting.

Future meeting dates:

Sept 15

Oct 20

Nov 17

Dec 15