

HEALTHY LEARNING ACADEMY
Board of Directors Meeting – November 17, 2015

The meeting was called to order at 4:35 PM by Bettianne Ford.

1. Welcome

Board members present at the meeting: Sharon Sperling, Bettianne Ford, Peggy Ford, Lucia Knowles, Jacqueline Swank, Bernd Liesenfeld. Also attending: Sarah Lake, Lynn Little, Amber Matts, Anni Egan, Chelsee Florence. Board members absent: Sheila Crapo, Carolyn Lichty.

2. Old Business

- a. Approve minutes from October meeting: Sharon motioned to approve October minutes as amended to remove reference to Anni in the Parent Representative report and to change the reference from pine needles to pine beetles. Lucia seconded. Motion carried.
- b. Status of Actions from October meeting
 - Smart boards: Lynn said we purchased an old model off ebay with 2 year warranty, so as of now we are not having to buy a new model. Lucia was not able to get boards from anywhere else.
 - Peggy sent out volunteer manual
 - Carolyn will schedule walk-through with Principal
 - Natural options for playgrounds – Jacqueline suggested using natural colors in the options currently provided.
- c. Playground proposals (see attachment for links and information)
 - i. There was discussion about issues with the current proposals – value for the expenditure, liability insurance, and overall positive / negative effects for the school.
 - ii. The Board agreed that if for some reason we were to decide not to go forward with the playground, it would be a decision by the Board and not by the Principal.
 - iii. Bernd to create committee for playground planning – 1 or 2 staff and 1 or 2 parents. Get parents from different grade levels.
 - iv. Bernd will set up a meeting that is separate from the Board meeting so that parents can see what we have so far and discuss
 - v. Principal will email the playground representative to come talk to us.
 - vi. Board agreed that Playground Committee should coordinate with Strategic Planning Committee.
 - vii. Principal will send link to playground manual to Bettianne, who will distribute to the Board.
- d. Public comment
 - Lynn would like to be on the playground committee.
 - Chelsee said the smartboard is not working in her classroom, and Lynn said the smartboard is being cleaned, which she hopes will fix the problem.

2. New Business

- a. Principal report re Financials (attached).

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- i. Sharon reviewed all financials and had no issues. Sharon asked Principal not to use a stamp to sign checks, but instead to sign all checks by hand and to keep the stamp in a locked place.
- ii. Charter school conference report by Principal:
 1. no new laws this year
 2. school grades will not be based on the same criteria as last year, nor based on gains over previous year
 3. workshop on accreditation – it is probably not worth the cost for HLA to be accredited.
- b. Board Representative report – postponed to next meeting due to Parent Representative not being able to attend
- c. Principal report on how survey results are incorporated
 - i. Professional development – positive communication, differentiated instruction, cooperative learning
 - ii. Principal asked for list of issues from parent survey to reference for future reports, which Peggy will provide.
- d. Mid-year survey and question/comment form: Peggy will send link to Principal, who will send to staff and Bettianne. Principal will gather feedback from staff and deliver it at the next meeting.
- e. Principal let Board know that the Gainesville Sun visited HLA. (The article was in the paper 11/23/15.)
- f. December Board meeting is canceled. January Board meeting is scheduled from 4-6 on 1/12.
- g. Principal & Carolyn to schedule walk-through for before break
- h. Public Comment Period
 - i. Staff requested direct deposit, which Principal said she would investigate.

5. Meeting adjourned at 5:59 PM.

Future agenda items:

- Report from Principal about how results of Parent Survey are being used
- Teacher presentation about professional development
- Volunteering policies (if Carolyn is able to join)
- Board Representative role (if Carolyn is able to join)
- Strategic Planning Committee update
- Playground Committee update
- Review/approval of mid-year survey and HLA website comment form
- Discussion of information organization and the role of the Secretary

Action item list (also in shared Google Drive folder):

Action	Responsible	Due Date
Schedule facility walk-through	Anni/Carolyn	1/11/2016
Add volunteer committee structure to strategic planning agenda	Carolyn	1/11/2016

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Schedule time for review of personnel files	Carolyn/Peggy	1/11/2016
Recruit one or two parents (from different grade levels) and one or two staff members to be on the Playground Committee	Bernd	1/11/2016
Schedule meeting about playground options, separate from the board meeting, so parents can see what we have so far and give their feedback	Bernd	1/11/2016
Send link to School Board playground manual to Bettianne	Anni	1/11/2016
Send link to School Board playground manual to the board	Bettianne	1/11/2016
Send links for mid-year survey and comment form to staff and board, gather feedback from staff to present at next board meeting	Anni	1/11/2016
Report on specific issues raised in the Parent Survey that are being addressed this year	Anni	1/11/2016
Invite representatives from playground companies to give presentations to the Board	Anni	1/11/2016
Investigate direct deposit for HLA staff	Anni	1/11/2016