



MINUTES

December 12, 2023
6:00 pm
Howard Street Charter School -
Via Zoom



Board Present: Jenny Hoelter Kelby Childers Erik Davis Leslie Savage Andreas Wetzel Amy Baden Robyn Saunders Wilson	Board Absent:	Guests: Christina Tracy Thea Barrett
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OPENING REMARKS

Meeting called to order at 6:00pm.

Guests in attendance included Christina Tracy and Thea Barrett.

- **Approval of previous months minutes** - November minutes reviewed and motion to accept by Leslie with a second by Kelby. Minutes approved.
- **Curriculum Update** - special guest, Thea Barrett, provided a rundown of 8th grade Humanities curriculum, including:
 - Unit 1 - American History (Pre-Columbus - Civil War)
 - Unit 2 - Native Americans, Columbus; Colliding Worlds
 - Unit 3 - Exploration, Exploitation, & Colonization
 - Unit 4 - Revolutionary War
 - Unit 5 - Constitution & Bill of Rights
 - Unit 6 - Manifest Destiny
 - Unit 7 - A Nation Divided: Civil War

Within all units, the underlying theme is to identify shifts in perspective (e.g. cause and effect) over time through a series of hands-on projects and persuasive writing and presentation assignments.

- **Principals Report**

Christina shared updates on:

- **Students** - Student-led conferences are almost complete.
- **Holidays** - Upcoming holiday musical performances:
 - Year 20 of visiting Capital Manor
 - Choir performance next door at Salem First Christian Church, which is blossoming into a great collaborative relationship, one that includes a cookie committee.
- **Upcoming performances** - Our performance of Elf Jr. is scheduled at North Salem High School from January 18 - 20.
- **Parking** - We've been able to share spaces with the construction company working on the Center for Hope and Safety across the street.
- **General** - Student and staff illness has seen a seasonal uptick.

- **Finance**

- Erik shared that audit results are expected back soon. Expectation - all is okay. Overall strong positioning heading into 2024. Review of financial report.

- **Admissions Report**

- Minor edits applied to admissions packet (e.g. Student ID# added; students do not need to complete the essay portion—the application should be completed by parent/guardian).
- Robyn to edit Word doc for readability and to adjust disparate typefaces. Motion to approve this editing effort: Leslie, seconded by Kelby.
- Application deadline is March 1, 2024, with lottery to be held via Zoom on March 12, 2024. The website will be updated to reflect dates and updated form.

- **Building/Facilities**

- Heavy rain resulted in additional leaks into the science lab. Duncan Construction graciously constructed a solution to prevent leakage at the source. This was completed without charge.

- **HR Committee**

- Chester, our new hire to help with maintenance, is doing a tremendous job. Students and staff alike enjoy his presence.

- **Old Business**

- **Parent Club** continues to meet with regularity. Amy will attend the next one.
 - Mod Pizza fundraiser was a success.
 - Upcoming fundraiser will take place at Elf Jr - raffling off cool gift baskets.
- **Newsletter** - Kelby tapped to complete update for next newsletter.

- **Board recruitment** - Jenny to put together an informational packet and application for potential new members. Robyn is happy to lend a hand to this development.
- **Communication plan** - Robyn reported that social media campaign continues to go well. Thea Barrett posts messages on Thursday. According to our plan, messaging focus will shift to the upcoming application process for 2024/25 school year. A flier has also been created for distribution to feeder schools. As an additional awareness effort, we will physically drop off fliers to schools in which we did not receive any or only one application during the 2023 application process. The remaining schools will receive fliers by mail. We want everyone to know they've been invited to the party.
- **Chamber of Commerce Tour** - Erik to follow up on potential Summer of 2024 date.

- **New Business**
 - Discussed upcoming School of Choice Fair to determine if participation aligned to HSCS's goal of expanding awareness. Although this event did not seem like a good fit, we will continue to look for marketing opportunities.
 - Civil Rights Coordinator Training - Robyn to stand-in for Erik in the upcoming training sessions and report back.
 - Letters of gratitude - Christina shared that students' wrote letters to members of our society (e.g. police) to express gratitude for service. Generosity of spirit = well received.

Meeting adjourned at 7:05 pm.

- **Next meeting: Tuesday, January 16, 2024 via Zoom.**
 - **Note:** February meeting will be held in person.

Respectfully submitted by: Robyn Saunders Wilson