

# Highland Community School Parent Board of Directors

Date: 1.10.2022 Time: 6-6:54 PM VIRTUAL

## DRAFT MINUTES

Voting members in attendance: Jason Evans, Rochelle Bent-Johnson, Brain Litzsey, Carla Muñoz, Devon Pittman, Tresca Meiling, Amy Nelson Christensen, Melissa Gibson, Sheena Adams

Voting members absent: 0

Non-voting members in attendance: Tracy Williams

Community guests: 2 guest

Section	Notes	Additional Resources
Welcome	<ul style="list-style-type: none"><li>- Chat is open during the community discussion</li><li>- Meeting is recorded</li></ul>	N/A
Approval of Agenda	Motion to approve: Melissa Second: Rochelle 7-0 passes	<a href="#">Link to agenda</a>
ED Report	<u>Covid Updates</u> <ul style="list-style-type: none"><li>- 13 staff out; 40 students absent, 60 students virtual; in many classes we didn't end up needing two people in class due to student absences.</li><li>- Tuesday morning, Wednesday morning, Friday afternoon with Epiphany; Hayat testing on Tuesday afternoon.</li><li>- If you use Epiphany's services, she now charges a travel fee (\$15?) and can sell home testing kits.</li><li>- Working to get staff boosted and provide proof of boosters, as well as 12+ students.</li><li>- No longer consider fully vaccinated if you are not boosted</li></ul>	N/A

	<ul style="list-style-type: none"> <li>- CDC recommends 5-day quarantine for asymptomatic cases; 6th day test to stay (fully masked) as long as vaccinated and still asymptomatic; if symptomatic, they cannot return until symptoms are gone; <i>only for adults</i>. Kids still need to quarantine for 10 days.</li> </ul> <p><u>Staffing Updates</u></p> <ul style="list-style-type: none"> <li>- Still looking for SPED teacher</li> <li>- Only one applicant for late afterschool positions; no requirements because we pay for all their licensing fees and requirements; paired with program/classroom assistants.</li> </ul> <p><u>Academic Updates</u></p> <ul style="list-style-type: none"> <li>- STAR testing starting this week</li> <li>- Programs still facing a staff shortage; programs will end at 4:30.</li> <li>- Second Friday count next Friday</li> </ul> <p><u>Building Updates</u></p> <ul style="list-style-type: none"> <li>- Moved Ms. Brenda and Ms. Qwandis last week into new area</li> <li>- Still working under temporary occupancy permit because we are waiting for parts on fire system</li> </ul> <p><u>Calendar Updates</u></p> <ul style="list-style-type: none"> <li>- Looking at adding time after spring break and Easter break to test staff and community in order to open the building safely</li> <li>- No school January 17, but we WILL be in school January 18 (was going to be a records day but they received that last week)</li> </ul>	
Governance Update	<p><u>Staff Liaison</u></p> <ul style="list-style-type: none"> <li>- Position is still vacant. No interest from other nominees in the fall election. Lack of incentive for the role.</li> <li>- Staff Liaison task force to reconsider the role: 5 people on committee including at least 1 admin, 1 teacher, and 1 program staff; 2-3 meetings January-March; deliverable is a proposal before spring break to be considered at April meeting.</li> <li>- Ms. Jean willing to sit in on board meetings if we want her to, but only as a consultant; Mr. Barry said now that we have a Montessori coach, she</li> </ul>	N/A

	<p>fulfills the role of keeping Montessori at the forefront of Board decision making. Liaison is a new role</p> <p><u>Community Engagement Task Force</u></p> <ul style="list-style-type: none"> <li>- focus will be on communication with different stakeholders</li> <li>- Will begin after staff liaison task force concludes work</li> </ul> <p><u>Other Updates</u></p> <ul style="list-style-type: none"> <li>- Rochelle has a lead on someone to help with bylaw revision</li> <li>- In February, will address board elections</li> </ul> <p><u>Action items:</u></p> <ul style="list-style-type: none"> <li>- Governance / Melissa solicits participation for the task force</li> <li>- Tracy to post Mr. Barry's email</li> </ul>	
Exec Committee	All Exec discussions reflected in this agenda	N/A
Finance Committee	<p><u>ESSER Funding:</u></p> <ul style="list-style-type: none"> <li>- Play area fence not paid for by ESSER because</li> <li>- Need to revisit / reconsider the use of ESSER funds—we can spend it on more Chromebooks in preparation for any classroom shutdowns, PPE, cleaning supplies</li> <li>- Is this an MPS policy or a federal policy that prevents us from using the funds on our building?</li> </ul> <p><u>General Updates:</u></p> <ul style="list-style-type: none"> <li>- October had higher building expenses, connected to our ESSER fund denials from MPS</li> <li>- Wages are expected to increase with the hiring of new staff</li> <li>- ECE grant coming in soon: will cover fence not covered by ESSER; part-time and full-time program staff will be receiving a monthly bonus due to the ECE grant; sending multiple staff to an ECE professional development opportunity</li> <li>- Very concerned about wage compression and how to be an attractive employer in a very competitive employment market; Amanda has a plan to</li> </ul>	N/A

	<p>get everyone up to \$15/hour within the next two years</p> <p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>- Devon/Finance to reschedule Trent's visit for February meeting</li> <li>- Finance to discuss wages at their next meeting</li> </ul>	
Fund Development Committee	<ul style="list-style-type: none"> <li>- A reminder that the Facebook fundraiser is a great feature for raising \$\$ for HCS, and anyone in the community can do it. <ul style="list-style-type: none"> <li>- The BoD can/should be sharing with their own communities</li> </ul> </li> <li>- Should we hold Bike Walk Eat this year? As an outdoor event, can we do it safely? Should we wait to see if there are other variants coming down the pipeline? It would be a nice thing to look forward to.</li> </ul> <p><b>Action items:</b></p> <ul style="list-style-type: none"> <li>- Fund Development to move forward with Bike Walk Eat planning</li> </ul>	<a href="#">Link to Growing the Good Campaign</a>
Closing	<p>Move to close: Rochelle  Second: Brian  Passes 7-0</p>	N/A

**Summary of Action Items:**

1. Tracy:
  - a. Share Mr. Barry's email re: staff liaison position
2. Governance Committee:
  - a. Solicit participation for Staff Liaison Task Force
3. Finance Committee:
  - a. Reschedule Trent's visit for February meeting
  - b. Discuss wages at next Finance meeting
4. Fund Development Committee:
  - a. Move forward with BikeWalkEat planning