HomeTech Charter School
Governing Board Minutes
November 9, 2020

1.0 Opening Business:
   1.1 Board Meeting was called to order at 4:02 p.m. via Zoom.
   Present: Dan Evans  Wendy Lightbody
            Gail Kemp   Tom Brogden
            Eric Rein

   Absent: None

1.2 Pledge of Allegiance.

2.0 Mr. Brogden motioned for the approval of the November board agenda. Mrs. Lightbody seconded. The board approved.

3.0 Communications/Reports
   3.1 No comments from the board.
   3.2 Principal’s Report
      1.0 Mrs. Kemp shared an enrollment chart that breaks down enrollment by grade. Currently, there are 130 students enrolled with a submitted ADA of 87. Due to the holc harmless, HomeTech will only be able to claim 77 ADA for the 20-21 school year.
      2.0 There are currently no applicants for the full-time position.
      3.0 The yearly audit went well. The auditor suggested that a credit card usage procedure be created. The auditor will send a sample check out procedure for guidance. The auditor also requested that student samples for each month be included in the student files.

4.0 Discussion Items
   4.1 Due to the staff being stretched thin, the staff discussed capping enrollment at 130. Mrs. Kemp has transferred her homeroom students to each of the teachers, putting them at their max caseload of thirty. A secondary waiting list has been started. With the ADA set at 77, the board agreed with this decision.

5.0 Action Items
   5.1 Mr. Brogden motioned for the consideration and approval of the Withholding Grades/Transcripts for Lost Materials Policy. Mr. Rein seconded. The board approved.
   5.2 Mr. Rein motioned for the consideration and approval of the purchase of requested history textbooks. Paradise Unified adopted new textbooks and HomeTech will be using the same ones. The money for the textbooks will come from the restart grant monies. Mrs. Lightbody seconded. The board approved.

6.0 Mr. Brogden motioned for the consideration and approval of items listed on the consent agenda. Mrs. Reinolds will reach out to Mrs. Deboogess about the Librarian of Record services. Mrs. Kemp let the board know that the loan was applied for, but there is no
new information regarding the matter. Mrs. Kemp also let the board know that a discount was given on the Total Compensation Systems contract. The board thanked Mr. Evans for the suggestion of inquiring after a lower cost. Mrs. Lightbody seconded. The board approved.

7.0 No items from the public.

8.0 The next regular meeting is scheduled for Monday, December 14, 2020 at 4:00 p.m. via Zoom.

9.0 Adjourned 4:23 p.m.

[Signature]
Danielle Reinolds