HomeTech Charter School  
Governing Board Minutes  
March 8, 2021

1.0 Opening Business:

1.1 Board Meeting was called to order at 4:00 p.m. via Zoom.

Present: Charlotte Taft  Tom Brogden  
Gail Kemp  Wendy Lightbody  
Dan Evans

Absent: Eric Rein

1.2 Pledge of Allegiance.

2.0 Mrs. Lightbody motioned for the approval of the March board agenda with a title change to action item 5.1 First Interim Budget, which will now read Second Interim Budget. Mrs. Kemp let the board know that Mr. Haskell will not be able to attend today’s meeting to discuss the budget. Mr. Haskell has provided a detailed written account for review. Mr. Brogden seconded. The board approved.

3.0 Communications/Reports

3.1 Mrs. Kemp shared that most of the staff received their second COVID-19 vaccine with a 50/50 outcome of having a negative reaction to the vaccine.

3.2 Principal’s Report

1.0 Mrs. Kemp shared an enrollment chart that breaks down enrollment by grade. Currently, there are 128 students enrolled with a submitted ADA of 97. The staff is working on getting missing attendance sheets by making phone calls and home visits.

2.0 Few 21-22 planning surveys were completed by parents. The survey is being sent home with student work packets this week. Mrs. VanRoekel is having parents fill out a survey during their meeting times. Mrs. Kemp will share the survey results at the April board meeting.

4.0 Discussion Items

4.1 Mrs. Kemp shared that the staff reviewed several job description samples for the principal/superintendent position. The staff felt that Mrs. Reinolds and Mrs. Kemp would be best equipped at putting together an accurate job description. Mrs. Reinolds provided a job description to the board integrating the different samples Mrs. Kemp provided. The board reviewed and confirmed that the job would be posted on March 9th. The board would like the staff to discuss hiring another full-time teacher, preferably one with a social studies credential. The discussion of hiring a full-time teacher will be placed on the April board agenda.

4.2 The LCAP needs to be discussed in a public forum. Mrs. Kemp asked that once the LCAP is reviewed, please submit any recommendations and suggestions to her. The staff will discuss goals at the next staff meeting. The LCAP will be a three-year plan and is due at the end of
June 2021. Mrs. Kemp also mentioned that there will be state testing this year.

4.3 HomeTech is provided, through BCOE, counseling services related to the Camp Fire. It is uncertain if BCOE will continue providing these services next year. The charter leaders are meeting on March 10th to discuss sharing counseling services between the charters. Mrs. Reinolds will attend the meeting and report back to Mrs. Kemp.

5.0 Action Items

5.1 Mr. Brogden motioned for the consideration and approval of the second interim budget. The board would like clarification from Mr. Haskell on proposed future changes in the MYP assumptions regarding salary freezes. Mrs. Lightbody seconded. The board approved.

5.2 Any teacher teaching outside of their credential will need to sign a local assignment options consent form. This will need to be done before the start of every school year.

1.0 Mr. Brogden motioned for the consideration and approval of LAO for Julie Crandall. Mrs. Lightbody seconded. The board approved.

2.0 Mrs. Lightbody motioned for the consideration and approval of LAO for Gail Kemp. Mrs. Taft seconded. Mrs. Kemp abstained her vote. The board approved.

3.0 Mrs. Taft motioned for the consideration and approval of LAO for Danya Reynolds. Mr. Brogden seconded. The board approved.

5.3 Mr. Brogden motioned for the consideration and approval of purchasing Chromebooks with the Restart Grant Money. Mr. Evans provided two different quotes for the purchase of 50 Chromebooks and two carts. Restart Grant purchases need to have multiple quotes prior to purchasing. The board agreed to use the STS Education quote with a total of $13,875.77. Mrs. Lightbody seconded. The board approved.

6.0 Mr. Brogden motioned for the consideration and approval of items listed under the consent agenda. Wendy Lightbody’s name will be moved to absent on the February 9th minutes. Mrs. Lightbody seconded. The board approved.

7.0 Mr. Brogden pointed out some minor corrections needing to be made in the principal/superintendent employee contract. Mrs. Kemp will clean up the contract and resend to board members.

8.0 The next regular meeting is scheduled for April 12, 2021 at 4:00 p.m. via Zoom.

9.0 Adjourned 5:05 p.m.

[Signature] Danielle Reinolds