



COMPASS PUBLIC CHARTER SCHOOL
BOARD MEETING MINUTES
January 14, 2010

Executive Session

Following a roll call vote in public session, the board held an executive session pursuant to Idaho Code Section 67-2345 (l) (a) To consider hiring a public officer, employee, staff member or agent, unless a vacancy in an elective office is being filled;(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, individual agent or public school student; and (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.

At 6:14 p.m., Chairman Barrus called the executive session to order. Members present were Chairman Barrus, Director Simmons, Director Adolf, and Director Fairbanks. Mr. Joe Devera was a guest of the board.

The board gathered information and discussed details relating to possible staffing changes and the acquisition of the property.

At 7:02 p.m., Director Simmons *moved for adjournment, by unanimous consent.* Chairman Barrus declared the executive session adjourned, without objection.

Public Session – The board met at Compass Public Charter School, 2511 W. Cherry Lane, Meridian, Idaho.

1. Opening of Meeting

- a. Call Meeting to Order: At 6:13 p.m., Chairman Barrus called the meeting to order.
- b. Roll Call: The clerk took the roll. Members present were Chairman Barrus, Director Simmons, Director Adolf, and Director Fairbanks. Director Moorhouse was out of town on business.
- c. Call for Executive Session: Chairman Barrus asked if there was a *motion to adjourn into executive session pursuant to Idaho Code Section 67-2345 (l) (a) To consider hiring a public officer, employee, staff member or agent, unless a vacancy in an elective office is being filled; (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, individual agent or public school student; and (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.* Director Adolf *so moved.* Director Simmons seconded the motion and a roll call vote was taken. Members voting in favor were Chairman Barrus, Director Simmons, Director Adolf, and Director Fairbanks. There were no dissenting votes.
- d. Reconvene Public Session: At 7:15 p.m., Chairman Barrus reconvened the public session.
- e. Pledge of Allegiance: Mr. Jacob led the pledge.
- f. Approval of Agenda: Chairman Barrus stated that in the interest of time, there would be a few changes made to the published agenda. She said that both the Administrator's Report and the PFA Report would be removed, as well as Items 4a (Action from Executive Session), 4b (High School Facility Expansion), and 4d (Charter School Commission Liaison). Director Adolf *moved that the agenda be approved, with the suggested amendments, by unanimous consent.* Chairman Barrus declared the agenda amended and approved, without objection.
- g. Approval of Minutes: Chairman Barrus asked if the board had reviewed the minutes from the November 12, 2009 meeting. Director Simmons *moved that the board approve the minutes from the November 12, 2009 meeting, by unanimous consent.* Chairman Barrus declared the minutes from the November 12, 2009 meeting approved, without objection.

h. Persons wishing to speak to a Non-Agenda Item: Chairman Barrus reported that there were no persons wishing to speak to a non-agenda item.

2. Reports: Removed from agenda.

3. Old Business

a. Policies

- Records Retention/Destruction Policy: Clerk Stover summarized the need for the policy. In the interest of time, Chairman Barrus, stated that the policy, in its entirety, would be available on the school website and in the school office. Director Simmons requested that an item 4k be added to the policy that would designate that the annual programmatic operations audit report be stored permanently and that miscellaneous documents associated with the audit be retained until 30 days after the completion of the next annual programmatic audit.

- Volunteer Policy: Administrator Trudeau read the following policy for the second time:

Visitor Policy Amendment

Administrator Trudeau presented and Chairman Barrus read the following policy:

Visitor Policy

After checking into the main office, parents/volunteers are invited to visit the school or classroom. Parent/Volunteer visits must be supportive of instructional and testing activities going on in the classroom. Students from other schools will not be permitted to visit during the school day without prior authorization from the administrator or principal. This restriction is due to space, insurance requirements, and legal liability. Students not enrolled in CPCS are restricted from social activities without prior authorization from the administrator or principal.

Director Fairbanks moved *that the board amend the visitor policy as presented*. Director Simmons seconded the motion. A roll call vote was taken. Members voting in favor were Chairman Barrus, Director Adolf, Director Simmons, and Director Fairbanks.

- Sibling Policy Amendment: Administrator Trudeau read the following policy for the second time:
Sibling Preference

The intent for the sibling preference is to keep households together for ease of transportation, parent/school relationships, etc. With this in mind, preference is given to the sibling of any student who is attending Compass Public Charter School (or who has been selected in the lottery process) when the sibling is applying. Both siblings must attend Compass Public Charter School during the same school year and their primary residence must be in the same home. Siblings must also meet all other entrance criteria.

As used in this policy, the term sibling shall mean one of the following:

1. A natural brother/sister
2. An adopted brother/sister
3. A stepbrother/sister
4. A foster brother/sister

A birth certificate or legal custody papers may be requested at the time of registration as proof of sibling status.

The acceptance of a foreign exchange student does not give any host or biological family sibling preference.

If a compelling question remains as to the status of an applying student, the Compass Public Charter School Board of Directors will review the question. The intent of the policy will be the guiding principle when reviewing these cases.

Director Simmons *moved that the board amend the sibling preference policy as read.* Director Fairbanks seconded the motion. A roll call vote was taken. Members voting in favor were Chairman Barrus, Director Adolf, Director Simmons, and Director Fairbanks.

- Homework Policy #2630 Amendment: Administrator Trudeau gave the second reading of the portion of the policy that contained the changes.

HOMework POLICY

The education of today's children must be considered a team effort by both parents and teachers. Research shows that the most successful students, regardless of family income level or ethnic background, are those who have regularly structured homework time. This parent-assisted practice serves a dual purpose:

- It communicates to the child his/her priority in the parent's life. This contact time develops more than academic skills; it develops a sense of self-value, and builds memories.
 - The discipline of nightly homework creates a habit that will benefit the student throughout life.
- School's objective for homework:
- Practice/Review – reinforce skills and concepts taught during class
 - Responsibility – develop organizational and time management skills as well as self-discipline
 - Feedback – gives teachers a view of students understanding and application of material taught (4th-8th)
 - Preparation – students preview material that will be presented and discussed in more detail during class (6th-8th)

It is our intent to require reasonable and constructive assignments that will encourage the student's success in the classroom. It is important that our parents share our beliefs about homework and will support us in this. We view parental support in the homework area as encouragement, setting a homework time, and following through to ensure that the work is completed. We don't expect parents to re-teach the assignment to their child or check the homework for errors. Additionally, to do well in school your child must be present, on time, healthy, rested, and attentive.

At the middle school level (6th-8th), homework expectations increase and the responsibility of completing homework and applying skills and knowledge obtained in class to outside class work rests upon the student. Students are expected to use their personal student agenda book to document homework assignments and due dates. Parents can support their student by establishing a structured homework time and checking their student's agenda book for assignment due dates. Students who fail to complete homework, may miss recess and/or specials classes (music, art, newspaper, Spanish, etc.) to complete their work. This is a natural consequence and a method of holding students accountable, as well as helping them be prepared for further classroom discussions. The result of students not completing homework and being unprepared impacts the entire class; causing a disruption to the instructional effectiveness of the school. Therefore, those who habitually fail to complete homework may experience additional consequences.

Mrs. Trudeau summarized by stating that the D.A.R. portion had been removed from the policy. Chairman Barrus recognized that people had signed in to speak to this agenda item. Susan Luke stated that the proposed amendment does not mean that D.A.R.s will be disallowed. They may still be used if the situation calls for it. Mr. Henderson stated that the policy was in place to encourage students to do homework. He raised concerns about the phrase "there may be consequences." Administrator Trudeau replied that the natural consequences are still stated and the removal of the D.A.R.s allows teachers and administrators to use a wider variety of consequences. She reiterated that it is impossible to list all possible consequences. She suggested the last sentence be revised to say, "Therefore, when a student habitually fails to complete homework assignments, the issue will be addressed." She also recommended adding the following sentence at the end of the last paragraph, "The student will work

with school staff to resolve the problem based on their specific circumstances.” Director Simmons *moved that the board amend the homework policy as presented, with the additional amendments suggested by Administrator Trudeau.* Director Adolf seconded the motion. A roll call vote was taken. Members voting in favor were Chairman Barrus, Director Adolf, Director Simmons, and Director Fairbanks.

- Dress Code Policy #3260 Amendment: Administrator Trudeau gave the second reading of the policy.

SCHOOL DRESS CODE POLICY

In an effort to provide a safe and orderly school environment free of distractions for your children, we will expect the following dress guidelines followed by the students of Compass Public Charter School. Failure to follow the dress code policy will result in consequences as outlined in the behavior policy.

1. Gang attire of any kind is strictly prohibited (i.e., hair nets, bandanas, garments that are suggestive, colors, bandanas, or belts that have gang symbols on them).
2. Garments/items that advertise illegal substances or obscene statements are not allowed.
3. Pants will be worn at the waist! We do not want to see your undergarments!
4. Brief garments such as halter-tops, shirts that don't cover the stomach when sitting (bare midriffs), tube tops, net tops, tank tops, spaghetti straps, and plunging necklines (front or back) are **not** appropriate. Length of shorts and skirts should be at the mid-thigh, shorts and skirts shorter than mid- thigh length will be considered inappropriate.
5. Attire and footwear must be safe for students and others, non-distracting, and conducive to learning.
6. Any attire or grooming habit that disrupts the educational atmosphere will not be allowed.

Administrator Trudeau summarized the changes as the removal of the restriction on the wearing of makeup. Chairman Barrus recognized that several persons had signed in to speak to this agenda item. One student, Melissa, stated that allowing makeup might produce added peer pressure for those who do not wear makeup. She also felt that allowing makeup could change some girls' main focus from education to the application of makeup. Beth Rasmussen said that she has worked with middle school girls for many years has seen a significant behavioral change when girls begin to wear makeup. She raised concerns that the application of makeup, either during class or during breaks, could prove to be a big distraction. Director Adolf asked why makeup was in question when all of the other items listed in the policy could be included in a broad statement that aligns with the Love and Logic philosophy. Administrator Trudeau replied that makeup is a current issue. She said that she may bring the policy back to the board for further changes. She reiterated that makeup was the one issue that was difficult to enforce, since it is not always easily detected. A group of students presented a slide show outlining the reasons they would like to see the policy changed. The girls stated that they had been told they could do anything that does not cause a problem for someone else. They did not feel that wearing makeup was distracting. The girls felt that the current policy punished them because someone else's parents don't allow makeup. They also stated that the environment at Compass is warm and inviting, with no cliques. Director Simmons asked if any girls would be socially excluded if they did not wear makeup. The girls replied that they would not. Troy and Jodi Schultz chose not to comment, even though they had signed in. Susan Luke stated that this particular issue was being addressed because of the difficulty in enforcing it and the statement that non-enforcement made to students. Chairman Barrus said that, as a founder, she felt that makeup was one area that could make girls feel safer. She asked if that had changed. Mrs. Luke replied that choosing to place this issue under the canopy of Harbor Principles, instead of stating it explicitly in a policy, will not change what you see at school on a daily basis. Chairman Barrus asked if changing this policy will send the message to students that they can change any rule. Susan Luke replied that the board would be sending the message that the board/administration tried something and it did not work. Administrator Trudeau stated that she felt there was more damage being done to the school culture because students were perceived as getting by with breaking a rule. Director Simmons asked if there was a process in place to help teachers address the issue of excessive makeup. Mrs. Luke said that there must be a relationship among staff, parents, students and the board to maintain the Harbor culture and that addressing problems is a team effort. Mr. Stadlander reported that he had had a conversation with some of the girls in his class about inappropriate attitudes if

they were told their makeup was a distraction for someone else. Director Simmons *moved that the dress code policy be amended as presented and that the phrase "such as excessive makeup," be added to item 6 as an example of a grooming habit.* Director Fairbanks seconded the motion. Chairman Barrus requested a roll call vote. Chairman Barrus voted in favor of the motion, with the comment that the board was putting a lot of trust in the staff to monitor the culture. Director Simmons voted in favor of the motion. Director Adolf voted in favor of the motion. Director Fairbanks voted in favor of the motion.

4. New Business

- a. 2010-2011 School Calendar: Administrator Trudeau stated that the proposed 2010-2011 school calendar duplicates the 2009-2010 school calendar with the exception that there would be an early release on December 17, 2010. Chairman Barrus asked Mrs. Connelly to make her comments. Mrs. Connelly stated that there were several breaks taken in October. She suggested that October 4-6 be taken as a break and October 11-15 be changed to in session days in order to balance the length of the grading periods. Administrator Trudeau reported that the teachers had essentially created the calendar template and made adjustments for the varied length of the grading periods. She referred the question to teachers. Mr. Jacob stated that ending the first semester before the December break made the most sense to him, as a teacher. Director Fairbanks asked if the calendar could be changed to end the school year before Memorial Day, thus eliminating a four day week as the last week of school. Administrator Trudeau replied that the most obvious change would be starting earlier in August, but that created problems for families with children on traditional school calendars. Director Adolf *moved that the board approve the 2010-2011 school calendar, as presented.* Director Simmons seconded the motion. A vote was taken. The motion passed with a vote of 4 in favor, 0 opposing.
- b. Teacher Evaluation Policy/Form: Chairman Barrus stated that the full policy and corresponding forms would be available on the school website. She suspended the full reading, in favor of a summary by Administrator Trudeau. Mrs. Trudeau stated that the adoption of the policy was something the state department of education was asking for. She pointed out that the policy and forms were very similar to the guidelines that have been used at Compass in the past.
- c. Highly Qualified Teacher Plan: Administrator Trudeau presented the following plan:

HIGHLY QUALIFIED TEACHER PLAN –January 2010

The Idaho State Department of Education has identified the skills and abilities that qualify a teacher for any given teaching assignment. Currently, all Compass teachers meet those qualifications.

The federal government has also identified the skills and abilities that qualify a teacher for any given assignment. Currently, there are a few teachers who have not met the federal highly qualified teacher standards. Specifically, this means that, while they are excellent teachers, they have not taken the defined tests to prove their abilities to the people who regulate the standards.

Administrator Trudeau and the business manger have reviewed the 2009-2010 teaching assignments and projected that the following actions need to be taken for the Compass staff to be 100% highly qualified according to federal standards:

1. Craig Dayton will take the Praxis II test to qualify to teach 7th-8th grade math.
2. Craig Dayton will take the Praxis II test to qualify to teach 7th-8th grade social studies.
3. Melissa Anderson will take the Praxis II test to qualify to teach 7th-8th grade math.
4. Melissa Anderson will take the Praxis II test to qualify to teach 7th-8th grade social studies.
5. Kiley Crill will take the Praxis II test to qualify to teach K-12th grade Spanish.
6. Mark Miller will take the Praxis II test to qualify to teach 9th-12th grade Natural Sciences.
7. Erin Gatfield will take the Praxis II test to qualify to teach 9th-12th grade Speech.
8. Greg Cordero has received a 3-year provisional certificate to teach the 9th-12th grade Broadcasting class. He will continue to pursue a traditional certificate.

CPCS has purchased study guides for the necessary Praxis II tests and many of the teachers have scheduled exams.

Administrator Trudeau stated that the general purpose of the plan is to show the board what information has been submitted to the state department. She added that Mr. Cordero's provisional certification needed to be approved by the board. Administrator Trudeau also informed the board that the Praxis Tests the teachers were asked to take required a one time registration fee of \$50 and each test event would require a testing fee of \$100. She asked the board to consider reimbursing all or part of the registration and testing fees. Director Fairbanks *moved that the board approve Mr. Cordero's provisional certificate and allow the administrator to reimburse teachers for Praxis exam costs.* Director Adolf seconded the motion. The motion passed with a vote of 4 in favor, 0 opposing.

5. Consent Agenda Chairman Barrus asked if board members had had opportunity to review the consent agenda, which contained a check register (11/1/2009-11/30/2009) showing expenses of \$111,540.51, a check register from (12/1/2009-12/31/2009) showing expenses of \$109,204.72, a budget report from November 2009, a budget report from December 2009, an activities account report showing a balance of \$7,501.53, a Local Government Investment Pool account report showing a balance of \$855,365.46. Director Simmons *moved that the consent agenda be approved.* Director Fairbanks seconded the motion. A roll call vote was taken. Members voting in favor of the motion were Chairman Barrus, Director Simmons, Director Adolf, and Director Fairbanks. There were no dissenting votes.
6. Call for Executive Session: Chairman Barrus asked if there was a *motion to adjourn into executive session pursuant to Idaho Code Section 67-2345 (l) (a) To consider hiring a public officer, employee, staff member or agent, unless a vacancy in an elective office is being filled; (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, individual agent or public school student; and (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.* Director Adolf *so moved.* Director Simmons seconded the motion and a roll call vote was taken. Members voting in favor were Chairman Barrus, Director Simmons, Director Adolf, and Director Fairbanks. There were no dissenting votes.
7. Reconvene the Public Session: At 10:05 p.m., Chairman Barrus reconvened the public session. She confirmed that there would be a special board meeting held at 4:00 p.m. on Monday, January 18, 2010.
8. Adjournment: At 10:07 p.m., Director Adolf moved for adjournment, by unanimous consent. Chairman Barrus declared the public session adjourned, without objection.

Executive Session

Following a roll call vote in public session, the board held an executive session pursuant to Idaho Code Section 67-2345 (l) (a) To consider hiring a public officer, employee, staff member or agent, unless a vacancy in an elective office is being filled;(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, individual agent or public school student; and (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.

At 8:40 p.m., Chairman Barrus called the executive session to order. Members present were Chairman Barrus, Director Simmons, Director Adolf, and Director Fairbanks. Mr. Gary Luke was a guest of the board.

The board gathered information and discussed details relating to possible staffing changes and the acquisition of the property.

At 10:05 p.m., seeing nothing further to discuss, Chairman Barrus declared the executive session adjourned.

Chairperson

Secretary

Date Approved