

# GOVERNING BOARD

## Meeting MINUTES

Location:	Virtual Meeting ( <a href="#">Meeting Link</a> )
Date:	October 17, 2024
Time:	6:00 – 8:00 PM

### ATTENDANCE

Board: Elise Topliss, Christina Castro, Devaki Parma, Whitney Whitaker

Other: Meredith Stolte, Dawn Friday, Jasmine Jones, Tiffany Askins

### AGENDA DETAILS

#### **I. CALL TO ORDER - HPA Purpose Statement 6:00 PM Devaki called meeting to order at 6:05pm**

- A. Approve Agenda
  - 1. Elise motioned to approve, Devaki seconded
- B. Approve September Meeting Minutes
  - 1. Elise motioned to approve, Whitney seconded

#### **II. EXECUTIVE DIRECTOR REPORT 6:05 PM – 6:45 PM**

- A. I-Ready Data
  - 1. Board members discussed possibility of hosting parent meeting to walk through and discuss i-ready reports and data.
- B. Policy:
  - 1. Handbook Review
  - 2. Assessment Calendar
  - 3. Seclusion and Restraint
- C. Enrollment
  - 1. 3 students under enrollment target
- D. Staffing
  - 1. In need of ELD and Middle School Social studies teachers
  - 2. Not filling vacant School Counselor position due to gap between actual and targeted enrollment.

#### **III. COMMITTEES (Finance/SAC) 6:45 – 7:00 PM**

- A. Finance Committee update
- B. Budget Review
  - 1. Dawn reviewed financials. School finances are in good standing
  - 2. Review of Auditors Report - Financial statements are fairly presented

**IV. BOARD BUSINESS 7:00 – 7:15PM**

- A. Recruitment - No updates
- B. Director Oaths - Upload by November meeting
- C. Board Elections
- D. Bylaws - attendance
- E. Board Inventory
- F. UIP - updates and approval if any
- G. ED Goals and mid year eval
- H. Email address review
  - 1. Meredith submitting a request to IT to streamline board email communications and access. Shift to one domain

**V. PUBLIC COMMENT 7:15 PM – 7:30 PM**

- A. No attendees for public comment

**VI. APPROVAL ITEMS 7:30 PM – 7:50 PM**

- A. School policy approvals - handbooks, etc.
- B. Audit approval
  - 1. Devaki motioned to approve, Elise seconded, audit approved.

**VII. NEXT MONTH DISCUSSION 7:50-7:55**

- A. Market analysis on salaries and pay scale
- B. November board elections
- C. Hear from 6th graders about camping trip
- D. Specify policies for approval
  - 1. Annual Behavior Report

**VIII. ADJOURN 7:55 - 8:00 PM**

- A. Devaki motioned to adjourn meeting, Elise seconded, meeting adjourned.

**HPA Purpose Statement: At High Point Academy, we work in partnership with diverse families and the community to engage scholars in holistic, equitable, interdisciplinary, and dynamic learning, providing an environment where scholars are able to achieve more than they thought possible for themselves. We foster a culture of respect, collaboration, community, and curiosity to prepare our scholars to be life-long learners and responsible humans.**