

MINUTES
LIBERTY CHARTER SCHOOL
GOVERNING BOARD
November 16, 2011
7:00 AM

I. OPENING OF REGULAR MEETING

- A. Chairperson Bryant called the meeting to order at 7:00 a.m.
- B. Roll Call: All members were present.
- C. Persons Wishing to Speak on an Agenda Item: No one.

II. BUSINESS

- A. Chairperson Bryant asked for a motion to amend the agenda at hand, to include policies 5380, and 5450 for reading and consideration, and to remove from the agenda, policies 5290, 5370, 5740, and 5740P. Motion was made by board member Hernandez and seconded by board member Hamblin to amend the agenda as outlined. Motion passed 4-0.
- B. Clarification was made that the Parental Involvement Policy and Plan are not a first reading but an amendment to an existing policy. Chairperson Bryant asked for a motion to amend the Parental Involvement Policy and Plan to be in alignment with state requirements. Motion made by Board Member Hamblin and seconded by Board Member Hernandez carried 4-0.
- C. Chairperson Bryant verified that all board members had received and read previous to the meeting, the following Personnel Policies. She further explained that these policies are Idaho State Board Association policies adapted to support the Harbor Method. All policies are in alignment with Idaho state law. A first reading was had of the following policies:
 - 1. Goals--5000
 - 2. Hiring Process and Criteria--5100
 - 3. Procedures for Obtaining Personnel Records for Applicants--5100P
 - 4. Authorization for Release of Information Form--5100F1
 - 5. Request to Employer Form--5100F2
 - 6. Request for Verification of Certificate Form--5100F3
 - 7. Personnel Reemployment--5105
 - 8. Criminal History/Background Checks--5110
 - 9. Equal Employment Opportunity and Non-Discrimination--5120
 - 10. Reporting New Employees--5125
 - 11. Applicability of Personnel Policies--5200
 - 12. Job Descriptions--5205
 - 13. Work Day--5210
 - 14. Assignments, Reassignments, Transfers--5220
 - 15. Accommodating Individuals with Disabilities--5230
 - 16. Sexual Harassment/Sexual Intimidation in the Workplace--5240
 - 17. Sexual Harassment/Sexual Intimidation in the Workplace Acknowledgment--5240F
 - 18. Certificated Staff Grievances--5250
 - 19. Abused and Neglected Child Reporting--5260
 - 20. Report of Suspected Child Abuse, Abandonment or Neglect--5270
 - 21. Personal Conduct--5280
 - 22. Professional Standards Commission (PSC) Code of Ethics--5281
 - 23. Solicitations--5285
 - 24. Political Activity - Staff Participation--5300
 - 25. Employee Use of Social Media Sites, Including Personal Sites--5325-5325P

26. Employee Electronic Mail and On-Line Services Usage--5330-5330F
27. Employee Use of Electronic Communications Devices--5335
28. Evaluation of Certificated Personnel--5340
29. Certified Personnel Resignation (Release from Contract)--5350
30. Dress and Appearance--5360
31. Professional Research--5380
32. Leave of Absence--5400
33. Family Medical Leave--5410-5410P
34. Jury Duty--5412
35. Witness for Court Appearance Leave--5413
36. Long-Term Illness/Temporary Disability--5420-5420P
37. Insurance Benefits for Employees/Board of Directors--5430
38. Personal Days/Vacation Leave--5450
39. Workers' Compensation Benefits--5460
40. Personnel Records--5500
41. Personnel Records Procedures--5500P
42. Prevention of Disease Transmission--5610
43. Teachers' Aides/Paraeducators--5710
44. Volunteers/Contractors--5720
45. Volunteer--Authorization to Release Information--5730
46. Evaluation of Non-Certificated Staff--5820

III. Principal's Report:

Mrs. Stallcop requested permission to take before the Idaho Public Charter School Commission, a request to amend the Liberty Charter School bylaws to allow one sitting board member who may not have a child or children attending Liberty Charter School, but who has knowledge and understanding of the Harbor Method. Motion was made by Board Member Hamblin and seconded by Board Member Hernandez to grant permission to take the request stated above before the Idaho Public Charter School Commission. Motion passed 4-0.

IV. Consent Agenda

Board Member Hernandez seconded motion made by Board Member Hamblin to accept the consent agenda as printed in the agenda. Motion passed 4-0.

V. ADJOURNMENT

Chairperson Bryant asked for a motion for adjournment. After a full and complete discussion, upon motion made by board member Hernandez and seconded by board member Hamblin, the meeting adjourned at 8:05 a.m. with all members voting aye.

The above minutes represent a true and accurate summary of this meeting.

Chairman

Clerk