

Highland Tech Charter School  
Academic Policy Committee  
February 9, 2015  
6:00p -7:30p

1. Determination of Quorum and Call to Order Motion by G. Kenney – 6:07pm

In attendance:

- Adam Robinson
- Michael Welge
- Brenda Bidwell
- Gretchen Kenney
- David Taylor
- Alex Tatum
- John Trampush
- Kristen Dehaven

**Motion by Welge to move the action item (7a) to just after Public Comment, second by A. Robinson. Unanimously approved.**

2. Approval of Minutes

- a. December minutes
  - i. **Motion by Bidwell to approve, second by D. Taylor. Unanimously approved.**
- b. January minutes
  - i. **Motion by Bidwell to approve, second by D. Taylor. Unanimously approved.**

3. Public Comment (2 minutes per participant)

4. Board Development

- a. Board Membership (Discussion)
  - i. Board discussed the importance of members staying on the board to complete the current board goals (rebranding, in particular). M. Shapiro will not be actively pursuing new board members until next school year.
- b. Board Terms (Information)
  - i. Members were reminded of their 3-year commitments as board members. At least one board member (M. Welge) will be reaching the end of his term this year.
- c. Robert's Rules of Order (Information/Discussion)
  - i. M. Shapiro reviewed what processes could be improved by the board in adherence to Robert's Rules. Our board chair will evaluate current practices and consider future adjustments to the agenda and how public comment is managed.
- d. Review of 2015 Retreat Commitments (Information/Discussion)
  - i.

5. Compliance (Information)

- a. Treasurer Report
  - i. The ASD school board will formally decide on whether or not to lower HTC's rent for next year at their next meeting. A reduction in the amount of \$75,000 has been requested.

- b. Discretionary spending
  - i. M. Shapiro submitted an account of all-discretionary spending to the board.

6. Principal Report (Information)

- a. Budget overview
  - i. Enrollment impact
  
- b. Academic overview
  - i. AMP (Information)
    - 1. AMP testing will be “sun setting” after its second year of implementation. At this point, Mr. Shapiro does not know what the district plans to replace AMP with.
  - ii. The Charter, Mastery, Retention (Information)
    - 1. M. Shapiro reported on the implementation of Highland’s new requirements for “proficiency” (the minimum requirement for students to be promoted to a higher level of instruction).
    - 2. M. Shapiro also informed the board that a committee has been formed to create a variety of graduation “tracks” to offer students more than one way to earn a diploma at Highland.
  
- c. Gift to the Students from the PTSO (Information)
  - i. Over 200 healthy lunches were provided to students in the first two weeks of the program at no cost to the students or the school.

7. Meeting the mission of the Charter

- a. Committee Reports
  - i. Re-Branding and Name change (Action)
    - 1. The board presented the argument for changing the name of our school to “Highland Preparatory Academy” and the public provided comment on the advantages and disadvantages or a name change.
    - 2. Overall, the public consistently shared that:
      - a. Removing “Tech” from the name would be wise as it implies that our school is a vocational program. Moreover, every school in 2016 can be considered a “tech” school—implementing technology is no longer a differentiator.
      - b. Using the word “Academy” in our schools name was very popular. Stakeholders shared that this term better conveys the level of rigor in our program and our focus on academics (core subjects).
      - c. The word “preparatory” was not popular. The public felt that this term is old-fashioned and conveys a message not consistent with the reality of our day-to-day school environment.
    - 3. **Motion by Brenda Bidwell, second by A. Robinson: motion to take feedback on the name change to committee for another round of discussion. Unanimously approved.**
  
- b. Communication (Information)
  - i. Website

1. The board will be informed when the new website goes live (likely in the next few weeks).

c. By-Laws (Discussion)

- i. M. Shapiro suggested that that board evaluate a different section of the by-laws each meeting to see whether or not the section should be amended. The board also felt that this would be an effective way to evaluate itself over the course of each year.

8. Adjournment

- a. **Motion to adjourn by B. Bidwell, seconded by A. Tatum. Unanimously approved.**