Agenda for

February 5, 2019

Regular Meeting of Project Impact STEM Academy Board of Directors

6:30 PM 2275 W. Hubbard Rd. Kuna Idaho 4-6 House (Bldg. 3)

1. CALL MEETING TO ORDER
   1. Time \_\_\_\_\_\_\_\_\_\_\_
2. ROLL CALL (Woolley)
   1. Director Fleming \_\_\_\_
   2. Director Ronge \_\_\_\_
   3. Director Woolley \_\_\_\_
   4. Director Peterson \_\_\_\_
   5. Director J. Martin \_\_\_\_
   6. Director Jensen \_\_\_\_
   7. Director R. Martin \_\_\_\_

Quorum Y/N

1. MISSION and/or CHARTER DESIGN ELEMENTS
   1. Reading: Director J. Martin
2. CONSENT AGENDA
   1. **Action Item:** Adoption of the Agenda and Prior Meeting Minutes (20181217, 20190107, 20190108, 20190121, 20190128)
3. ANNOUNCEMENTS/PUBLIC DISCUSSION
   1. PPP Comments
   2. Student Showcase
   3. Student Body Report
   4. Public members wishing to speak
   5. Improvement Plan Updates (see table below)
4. OFFICER REPORTS/INFORMATION
   1. Chairman Report
      1. Due Process Hearing Re-scheduled
      2. Lottery Scheduled
      3. LMC Grant Report due in March
   2. Vice-Chairman Report
   3. Treasurer Report
      1. Upcoming Budgetary Hearings (SY18-19 revisions & SY19-20)
   4. Secretary Report
      1. New Member Oath
   5. Communications Report
      1. Rebranding
5. COMMITTEE REPORTS/INFORMATION
   1. Advisory Committee
      1. **Action Item:** Close current advisory committee
   2. Finance Committee
      1. **Action Item:** Adjustment of approval for Financial Reports
   3. Policy Committee
      1. **Action Item:** 1st Reading of Policy 3530
   4. Building & Space Committee
      1. **Action Item:** Approval of Brown Bus shed
   5. Administrative Evaluation Committee
6. ADMINISTRATION REPORT/INFORMATION
   1. Student Recruitment, Retention & Attendance Report
      1. Enrollment count, enrollment changes, attendance rates
      2. Patron involvement activities
   2. Staffing Updates
   3. SDE/PCSC Reports
   4. Facility/System Updates
      1. Official school social media sites
   5. Academic Programs
7. DISCUSSION/INFORMATION
   1. Policies 7000 Series (except 7440)
      1. **Action Item:** 7000 series Policy Updates, 2nd reading
8. ACTION AGENDA
   1. **Action Item:** Close current advisory committee
   2. **Action Item:** Adjustment of approval for Financial Reports
   3. **Action Item:** 1st Reading of Policy 3530
   4. **Action Item:** Approval of Brown Bus shed
   5. **Action Item:** 7000 series Policy Updates, 2nd reading
9. ADJOURN
   1. Time \_\_\_\_\_\_\_\_\_\_\_

\*\*Note Town Hall Task list on next page\*\*

Improvement Tasks

| **Task** | **When** | **Who** | **Status** |
| --- | --- | --- | --- |
| Meeting recap | Friday following | Director Martin | COMPLETED - ONGOING |
| Board Bios created | 1/1/2019 | All Board | COMPLETED |
| Board Bios posted online | 1/8/2019 | Director Peterson | COMPLETED |
| Schedule 'State of the School' | 2/5/2019 | Director Fleming | 3/5/19 |
| Schedule 'Listening Session' | 2/5/2019 | Director Fleming | Suggest first week of April |
| Student Showcases | 1/8/2019 | Molly | COMPLETED - ONGOING |
| Agenda to patrons | Friday prior | Director Fleming | COMPLETED - ONGOING |
| Weekly DinoBytes | each Monday | Molly | COMPLETED - ONGOING |
| House Reports | weekly | Dr. H | COMPLETED - ONGOING |
| Update staff info on site | 1/8/2019 | Director Peterson | COMPLETED |
| Set staff communication expectations | 1/8/2019 | Dr. H | COMPLETED |
| Fishbowl Thursday | each Thursday | Dr. H | COMPLETED - ONGOING |
| Add to site FAQ | need set | Director Peterson? | COMPLETED - ONGOING |
| Add all Board to Alma | 1/8/2019 | Molly | COMPLETED |
| Admin weekly report template | 1/8/2019 | Director Martin | COMPLETED (implemented 2/5/19) |
| Website redesign | need set | Director Peterson/volunteer | IN PROGRESS |
| Issue contact shown on each page of website | need set | Director Peterson | COMPLETED |
| Summit page on website | 1/8/2019 | Director Peterson | COMPLETED |
| Request PPP outline volunteer process | 1/8/2019 | Dr. H |  |
| Detail out visitor process | 1/8/2019 | Dr. H |  |
| Post visitor processes on site | 2/5/2019 | Director Peterson |  |
| Make corrections/updates to Alma calendar | need set | Molly | COMPLETED |
| Assign PPP volunteer to manager official school FB | 1/8/2019 | Dr. H |  |
| Add feedback forum on site | need set | Director Peterson | COMPLETED |
| Develop policy committee | 1/8/2019 | Board | COMPLETED - ONGOING |
| Develop building committee | 1/8/2019 | Board | COMPLETED - ONGOING |
| Determine DoO duty plan | 1/8/2019 | Dr. H / Board | COMPLETED |
| Substitute Process Plan | 1/8/2019 | Dr. H | COMPLETED - ONGOING |
| Staffing schedules/efficiency plan | 1/8/2019 | Dr. H | COMPLETED - ONGOING |
| STEM Nights | 1/8/2019 | Director Peterson | COMPLETED - ONGOING |
| Assist Admin with Acquisition calendar review | 1/8/2019 | Director Fleming | COMPLETED - ONGOING |
| Implement ID badges | 1/8/2019 | Dr. H / Molly | COMPLETED |
| Clearly define check-in/out process | 1/8/2019 | Dr. H / Molly | COMPLETED |
| Review Raptor like systems | 2/5/2019 | Dr. H |  |
| Review janitorial contract | 1/8/2019 | Dr. H / Board | COMPLETED |