Meeting Minutes for

February 6, 2018

Meeting of Project Impact STEM Academy Board of Directors

1. CALL MEETING TO ORDER
	1. Time \_\_\_6:29pm\_\_\_\_\_
2. ROLL CALL
	1. Director Fleming \_x\_\_\_
	2. Director Ronge \_\_x\_\_
	3. Director Woolley \_\_\_\_
	4. Director Peterson \_x\_\_\_
	5. Director Jensen \_x\_\_\_
3. CHECKER: Director Peterson TIMEKEEPER: Director Jensen
4. Reading of the Mission: Director Peterson
5. ADOPTION OF THE AGENDA
	1. \_\_\_x\_ (M) \_\_x\_\_ (S) \_\_\_pass\_\_ (vote)
6. Approval of Prior Meeting Minutes
	1. \_\_x\_\_ (M: reading waived) \_x\_\_\_ (S) \_\_\_pass\_\_ (vote)
7. OFFICER REPORTS
8. OPEN BUSINESS (\* new)
	1. Finance
		1. Grant Updates (Fleming)-No updates
		2. Kitchen/Lunch Service bids (Jensen)-Director Jensen requested the bid request from Director Fleming. Director Fleming has a meeting regarding lunch services with a state representative.
			1. \*Capital purchase initial list (Jensen)-No update
		3. Transportation bids (Jensen)-Director Fleming requested an electronic copy. Director Jensen has a copy to review by the board, it needs to be reviewed by a lawyer. It will be March 30 RFP released, due back to us no later than 5pm april 30th . The board will review May 1-15th. Consideration for board approval will be done by the board May 15th. Implementation date: August 22. Director Jensen is requesting an address for the transportation contract. Perhaps the ups address will be acceptable. We need an insurance policy for the busing contract. Director Jensen will make notes of information still needed on the busing write up for board review. We are district #513, Project Impact STEM Academy Inc. Director Jensen also needs to know the number of school days in the calender.
		4. Budget committee (Fleming)-We will have our proforma within the week: Jeff and Matt from Red Apple, Cassie and Director Fleming
	2. Stakeholders
		1. Advisory Committee (Ronge)-no update
			1. Need group/list email (Peterson)-To be done 2/6/28
		2. 2/8 Community Meeting (Peterson)-The meeting is all ready to go
		3. Website (Peterson)-No update
		4. Curriculum Selection Process (Neddo)
		5. Marketing
			1. Parent group (Peterson)-to be started post lottery.
			2. \*Circustrix (Fleming)-Director Fleming proposed that we have a group jump night to share information with parents. It was proposed that PiSA pay for 30 upperclass students to attend the event on Thursday, February 15th from 6:30-8:00, and that it would be $12 for all other jumpers. The motion was seconded and passed unanimously.
			3. \*Library sponsor (Peterson)-Director Peterson proposed that PiSA donate $200 for the summer library program. The motion was seconded and passed unanimously
	3. Facilities
		1. (\*Executive discussion)
	4. Governance
		1. Document Review (Fleming)-No update
		2. Google emails (Peterson)-Director Peterson hopes to hear back from Google soon
		3. PCSC meeting (Fleming)-February 26th at 3:00pm
	5. Policy
		1. Employee Handbook (Neddo)-No updates
		2. ISBA Policy Purchase (Fleming)-Director Peterson will be purchasing the policies on 2/7/18
	6. Registrar
		1. Enrollment: general update without counts (Peterson)-We are doing well. There is a steady progression of lottery applicants. Our numbers are still lighter in the upper grades and heavier in the lower grades, but that is as expected.
			1. Billboard – design must be submitted 2/12 (Fleming)-Director Peterson needs to pay for the Billboard. Director Fleming showed some options and we received feedback from the community members present. Community members will vote at the info meeting for the final billboard design.
		2. Lottery Policy draft (Peterson)-There was a question regarding age discretion beyond K/1st grade. How do we make the decision for the lottery process. Director Peterson will have a wording revision by the next board meeting. We need to state that it is at the parent discretion, and the steps that will be taken if information is falsified. The decision was made that if a student is to be held back a grade it is to be done at the discretion of the parents, and if the student is to be moved ahead a grade it is to be done at the discretion of the administration.
		3. Lottery Process (Fleming)-On our meeting March 13th we will rough draft the lottery process
		4. Alma Site – no update, waiting for Google emails
		5. Records Request process (Ronge)-no update
	7. Human Resources
		1. Staffing Plan (Neddo)
		2. Job Postings (Neddo)-All the teaching postings are up on indeed-with the exception of SPED. Mr. Neddo is going to rescreen, and send out a list of questions to narrow down the field of applicants. Director Jensen inquired regarding SPED contractors and Mr. Neddo instructed her to have them email him directly at his pisa email.
		3. Hourly/Salary contracts established (Mann)
	8. Technology
		1. 5-year IT plan, e-Rate process – There are two submissions, Director Peterson will start putting together the submission list that includes devices. We need a number for the NSLP 40.1% overall low income Elementary schools move into 48% low income school.
	9. Nutrition
		1. NSLP Application (Woolley)-No update
9. ANNOUNCEMENTS/PUBLIC DISCUSSION
	1. Kayleen Jones asked for more details regarding location—Director Fleming told her that we would give information as soon as contacts are finalized.
	2. Ms. Jones also asked about recesses-Director Fleming assured her that we would have recesses. We also talked about the portable classrooms and the possibility of building in the future. Director Fleming talked about beginning in portables, and building in year 2-3 based on financial viability. Mr. Neddo talked about the nature of the school, and that this style of learning is not effective for every learning style. It is designed for students who want to drive their learning experience
	3. Dan Hintz asked about how we will meet standards. Mr. Neddo said that we will prove standards have been met based on evidence. He said we have to meet state standards, but the way we demonstrate and assess those standards are different. PiSA will assess based on content, and also through demonstrations and competitions. Mr. Hintz followed up asking what we do with the test results we get. Mr. Neddo talked about mastery based learning-that students will not be progressing if they do not master the content of the curriculum. Mr Hintz asked how teachers know kids are ready for the ISAT. Mr. Neddo said that teachers will know if the kids are ready because the summit learning management program collects massive amounts of data and helps support the project based learning curriculum.
	4. Kayleen Jones asked about our accreditation. Dan said that we will not only be accredited, but we will be Stem accredited.
	5. Mark Rau asked about chromebooks, and the finances required to pay for it. Director Peterson told him that the cost for the chromebooks had been accounted for in the budget.
10. EXECUTIVE SESSION
	1. In accordance with [Idaho Code, Section § 74-206(1)(a) & (f)] the Board may elect to hold an executive session to discuss (a) personnel matters and (f) legal matters.
11. ADJOURN 7:59pm

ACTION ITEMS:

-Director Fleming: Request for Proposal (RFP)--for Milk bids

-Director Peterson: Justin Mann needs a google voice number

-Director Peterson: electronic fax number options

-Director Fleming: Check on insurance needs for bussing contract