Agenda for

March 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 \_\_6:29 p.m.\_\_\_\_\_\_\_\_\_
2. ROLL CALL (Woolley)
   1. Director Fleming \_Y\_\_\_
   2. Director Ronge \_\_Y\_\_
   3. Director Woolley \_N\_\_\_
   4. Director Peterson \_\_Y\_\_
   5. Director J. Martin \_\_Y\_\_
   6. Director Jensen \_\_Y\_\_
   7. Director R. Martin \_Y\_\_\_

Quorum Met - Yes

1. MISSION and/or CHARTER DESIGN ELEMENTS
   1. Reading: Director R. Martin
2. Amend Agenda – Director Fleming requested that we add an executive session after section 5E.

**M/S (Peterson/Jensen):** agenda was amended to include an executive session and a brown bus item with an action item after paraprofessional openings. *Motion passed unanimously by those present.*

1. CONSENT AGENDA
   1. **Action Item:** Adoption of the Agenda and Prior Meeting Minutes (20190205 and 20190213)

**M/S (J. Martin/Jensen):** To adopt the Agenda and Prior Meeting Minutes for 20190205 and 20190213.*Motion passed unanimously by those present.*

1. ANNOUNCEMENTS/PUBLIC DISCUSSION
   1. PPP Comments –
      1. Courtney Peterson – notes on Epic Egg Drop, event well received. Science Fair is postponed to April 27th (carnival, science fair, and student expo) 🡪 raising money for playground so having food trucks come to this event
      2. Consider matching funds of the PPP to reach playground goal (will add to next agenda) 🡪 goal is $60,000
   2. Student Showcase
      1. Fab Slam Group 🡪 Rain Water Filter Presentation
         1. Created for making water cheaper for farming
         2. Multiple iterations for their filtration system using 3D Printing
         3. Fab Slam Group is part of our 3D Printer from the STEM Action Center Grant.
   3. Student Body Report
      1. 50% of the freshmen surveyed are undecided or planning to leave at the end of the school year
      2. Don’t feel like projects and curriculum are adapting to what they need in the freshmen courses
      3. Student body feels angry – mastery-based curriculum feels like it is being removed
      4. Solutions – re-establish the mission statement 🡪 would like to remove deadlines
   4. Public members wishing to speak
      1. Recruitment and retention – schedule a meeting with Mr. Tullis
2. Executive Session – Idaho Code 74—206 (1) (a) and (b)

**M/S (J. Martin/Ronge):** To exit executive session. *Motion passed unanimously by those present.*

1. OFFICER REPORTS/INFORMATION
   1. Chairman Report
      1. State of the School Presentation by Director Fleming
   2. Vice-Chairman Report - none
   3. Treasurer Report
      1. Quotes for yearly audit
      2. **Action Item:** Fiscal Audit by Quest CPAs PLLC

**M/S (J. Martin/Jensen):** to accept the fiscal audit by Quest CPAs PLLC. *Motion passed unanimously by those present.*

* 1. Secretary Report – not in attendance
  2. Communications Report
     1. Design logo and mascot. We have been using borrowed logos and would like to build our own.
     2. About $500 we can procure a logo and mascot for the school – speaking with several different people who can make design samples
     3. Put it out to students if they would like to make one or incorporate design elements, etc. to students
     4. Time Frame – as soon as possible
     5. **Action Item:** Graphic Design Package

**M/S (J. Martin/Ronge)**

1. COMMITTEE REPORTS/INFORMATION
   1. Finance Committee
      1. Met last week on Tuesday 26th
      2. January 🡪 looking pretty good, projections were good for the rest of the year
      3. State - $1.7 million revenue
      4. Looking pretty good from a cash stand point for our first year ($119,000)
      5. As of the end of January, 4% operating margin (State said we want to be here for our first year!)
      6. Monthly revenue to expenses have been very responsible with our money and keeping on budget
      7. **Action Item:** Financial Reports Approval (January 2019)

**M/S (Jensen/Ronge)**

* 1. Policy Committee
     1. **Action Item:** 2nd Reading/Adoption of Policy 3530

**M/S (Peterson/J.** **Martin)**

* 1. Building & Space Committee
     1. Met last week 🡪 two main issues = testing trailer, not enough room to test with allotted time frame. Special use permit and expansion – requested for approval to the Kuna Zoning for a special use permit. Meeting the Kuna Zoning to talk through how we are going to expand
     2. **Action Item:** SUP rewrite & additional space rental

**M/S (Jensen/Ronge)**

* + 1. **Action Item:** Testing trailer rental (12\*8 trailer)

**M/S (J.** **Martin/Jensen)**

* 1. Administrative Evaluation Committee – speaking together to meet and start evaluating using the rubrics, but still not ready to meet with the administration until things are solidified from the hearing

1. ADMINISTRATION REPORT/INFORMATION
   1. Student Recruitment, Retention & Attendance Report
      1. Enrollment count - 201, enrollment changes, attendance rates – low to mid 90%
      2. Patron involvement activities – Epic Egg Drop Challenge, Kuna Melba news came out and used pictures of our kids with signed releases, asked if they wanted to the print the article written for the Lego League from earlier. Fishbowls are still happening – similar attendance, a couple families a week
   2. Staffing Updates
      1. Challenge with getting paraprofessionals – many applicants looks for higher pay
      2. Paraprofessional candidate hopefully to start on March 18th
      3. Working hard to get paraprofessionals – more parents as parapros! (volunteers with pay)
   3. Weekly updates have been very helpful – Teresa Fleming
2. DISCUSSION/INFORMATION
   1. Thanks to Director Woolley – we will miss her contribution
   2. New Board Member announcement
      1. Our new board member, Mr. Bob Kunz
      2. **Action Item:** Announcement of new board member

**M/S (Peterson/R.** **Martin)**

* 1. Lottery – doing really well so far – 61% of time left, 61% applicants, 61 new students to PiSTEM
  2. Discussion: Policy 3050 (attendance policy) – Wooley was concerned about the policy not being very clear in regard to attendance.
     1. Discussed other schools in the valley and their policies
     2. Policies at other schools are in place for the number of absences allowed before actions are taken
     3. Several Idaho Code that we need to make sure we are keeping in line with
     4. Would like to have this policy reviewed and modified to be more specific (for example, 5 absences and something happens)
     5. Dr. Hettinger email recommendations to D. Jensen, meeting on the 14th for Policy Committee
  3. Recruitment & Retention
     1. Committee to create or not?
     2. Charter School Commission for Oregon has a presentation over recruitment and retention – can have this emailed and reviewed by the board
     3. There are different models of management that we need to be aware of
  4. 2018-2019 Regular Meeting Schedule
     1. D. Jensen not available on the 2nd Tuesday, Red Apple will need to be consulted before change
     2. Still need to consider changing
     3. **Action Item:** Meeting schedule change – readdress the meeting schedule change in June

**M/S (J.** **Martin/Ronge)**

* 1. Clerk/Secretary Training – ISBA training coming soon
  2. Supplemental & Interim Admin Contract
     1. **Action Item:** Supplemental Contract

**M/S (J.** **Martin/Jensen)**

* + 1. **Action Item:** Interim Admin Contract – postponed till next board meeting

**M/S (Peterson/Ronge)**

* 1. Ongoing Policy Reviews and Revisions
     1. Fixed to match what was given at the beginning of the year = Informed 11 personal days and 3 sick (what was presented)
     2. 3 sick days will roll over
     3. Will have this reviewed next meeting to fix this
     4. **Action Item:** 1st Read Policy 5400 revisions

**M/S (J.** **Martin/Ronge)**

* 1. Paraprofessional Openings
     1. **Action Item:** Authorize hiring of 2 paraprofessionals within define pay scale **M/S (J. Martin/Ronge)**
  2. **Brown Bus Safety Bussing Routes**
     1. We have to show the State that several bussing routes are needed due to safety reasons (instead of having students walk)
     2. **Action Item:** Safety Bussing Routes

**M/S (Peterson/J.** **Martin)**

1. EXECUTIVE SESSION
   1. **Action Item:** Under Idaho State Code 74-206 (j) To consider labor contract matters authorized under section [74-206A](https://legislature.idaho.gov/statutesrules/idstat/Title74/T74CH2/SECT74-206A) (1)(a) and (b), Idaho Code. Possible action items to occur proceeding session.

**M/S (J.** **Martin/Jensen)**

1. ACTION AGENDA
   1. **Action Item:** Adoption of the Agenda and Prior Meeting Minutes
   2. **Action Item:** Fiscal Audit
   3. **Action Item:** Graphic Design Package
   4. **Action Item:** Financial Reports Approval (January 2019)
   5. **Action Item:** 2nd Reading/Adoption of Policy 3530
   6. **Action Item:** SUP rewrite & additional space rental
   7. **Action Item:** Testing trailer rental
   8. **Action Item:** Announcement of new board member
   9. **Action Item:** Meeting schedule change
   10. **Action Item:** Supplemental Contract
   11. **Action Item:** Interim Admin Contract
   12. **Action Item:** 1st Read Policy 5400 revisions
   13. **Action Item:** Authorize hiring of 2 paraprofessionals within define pay scale
   14. **Action Item:** Executive session
2. ADJOURN
   1. Time \_\_\_**M/S (Peterson/Jensen)** 8:57 p.m.\_\_\_\_\_\_\_