Agenda for

March 6, 2018

Meeting of Project Impact STEM Academy Board of Directors

1. CALL MEETING TO ORDER
   1. Time \_\_\_\_\_\_\_\_\_\_\_
2. ROLL CALL
   1. Director Fleming \_\_\_\_
   2. Director Ronge \_\_\_\_
   3. Director Woolley \_\_\_\_
   4. Director Peterson \_\_\_\_
   5. Director Jensen \_\_\_\_
3. CONSENT AGENDA
   1. CHECKER: Director Ronge, TIMEKEEPER: Director Woolley, MISSION: Mr. Neddo
   2. Adoption of the Agenda
   3. Approval of Prior Meeting Minutes
4. OFFICER REPORTS
   1. Financial Reports
5. OPEN BUSINESS (\* new)
   1. Governance
      1. \* Board Meeting location discussion
      2. \* Charter Boot Camp (April 26-27)
      3. \* ‘Principal’s’ Report discussion (Fleming)
   2. Finance
      1. \* Insurance quote review
   3. Stakeholders
      1. Advisory Council (Mrs. Neddo)
      2. Website change process proposal (Peterson)
      3. Marketing
         1. 21 days and counting!
            1. Door to door planning (Ronge)
            2. Luster quote (Fleming)
            3. What does STEM mean to you? hashtag (Peterson)
   4. Culture
      1. School Calendar (Neddo)
      2. Daily Schedule (Neddo)
      3. Driver’s Ed proposal (Neddo)
   5. Facilities
      1. Community Meeting -3/17/18 11am – 1pm (Fleming)
      2. (Executive Session: Real Property discussions)
   6. Policy
      1. Policy Reviews (All)
         1. See separate list below agenda
      2. Student Handbook (Neddo)
   7. Registrar
      1. Enrollment: general update without counts (Peterson)
   8. Human Resources
      1. Job Postings – Education (Neddo)
      2. Time Off Form (Neddo)
   9. Technology
      1. \* Telephone Services discussion (Peterson)
6. ANNOUNCEMENTS/PUBLIC DISCUSSION
   1. Public members wishing to speak
7. 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.
8. ADJOURN

Policy Review:

| **Policy #** | **Policy Name** | **1st Review Date** | **2nd Review Date** | **Adopted** |
| --- | --- | --- | --- | --- |
| 1000 | Legal Status and Operation |  |  |  |
| 1100 | Membership |  |  |  |
| 1110P | Candidate Edification |  |  |  |
| 1120 | Taking Office |  |  |  |
| 1120P | Oath of Office |  |  |  |
| 1130 | Resignation |  |  |  |
| 1140 | Vacancies |  |  |  |
| 1200 | Annual Organizational Meeting |  |  |  |
| 1205 | Board of Directors Powers and Duties |  |  |  |
| 1210 | Qualifications, Terms, and Duties of Board Officers |  |  |  |
| 1220 | Clerk/Secretary |  |  |  |
| 1230 | Duties of the Treasurer |  |  |  |
| 1240 | Duties of Individual Directors |  |  |  |
| 1250 | Committees |  |  |  |
| 1260 | Authorization of Signatures and Electronic Signatures |  |  |  |
| 1270 | Charter and Performance Certificate |  |  |  |
| 1280 | Charter Renewal and Revocation |  |  |  |
| 1300 | Charter School Policy |  |  |  |
| 1310 | Administrative Procedures |  |  |  |
| 1315 | Charter School Planning |  |  |  |
| 1320 | Management Rights |  |  |  |
| 1400 | Communications |  |  |  |
| 1405 | School Board Use of Electronic Mail and Social Media |  |  |  |
| 1410 | Board-School Leaders Relationship |  |  |  |
| 1420 | Director Expenses |  |  |  |
| 1430 | Director Insurance |  |  |  |
| 1440 | Board Participation in Activities |  |  |  |
| 1500 | Board Meetings |  |  |  |
| 1500P | Board of Directors Meeting Procedures |  |  |  |
| 1510 | Open Meeting Law Compliance and Cure |  |  |  |
| 1520 | Public Participation in Board Meeting |  |  |  |
| 1520F | Request to Appear Before the Board |  |  |  |
| 1525 | Board Meeting News Coverage |  |  |  |
| 1530 | Records Available to Public |  |  |  |
| 1530F | Charter School Record Request Form |  |  |  |
| 1610 | Conflict of Interest |  |  |  |
| 1615 | Director Spouse Employment |  |  |  |
| 1620 | Board Goals and Objectives |  |  |  |
| 1630 | Evaluation of Board |  |  |  |
| 1640 | In-Service Conference for Directors |  |  |  |
| 1645 | Board Development Opportunities |  |  |  |
| 5000 | Board Goal/Personnel |  |  |  |
| 5100 | Hiring Process and Criteria |  |  |  |
| 5100F1 | Authorization for Release of Information Form |  |  |  |
| 5100F2 | Request to Employer Form |  |  |  |
| 5100F3 | Request for Verification of Certificate Form |  |  |  |
| 5100P | Procedures for Obtaining Personnel Records for Applicants |  |  |  |
| 5107 | Informal Review |  |  |  |
| 5110 | Criminal History / Background Checks |  |  |  |
| 5120 | Equal Employment Opportunity and Non-Discrimination |  |  |  |
| 5125 | Reporting New Employees |  |  |  |
| 5130 | Administrative Leave |  |  |  |
| 5200 | Applicability of Personnel Policies |  |  |  |
| 5205 | Job Descriptions |  |  |  |
| 5210 | Work Day |  |  |  |
| 5220 | Assignments, Reassignments, Transfers |  |  |  |
| 5230 | Accommodating Individuals with Disabilities |  |  |  |
| 5235 | Health Examination |  |  |  |
| 5240 | Sexual Harassment/Sexual Intimidation in the Workplace |  |  |  |
| 5240F | Sexual Harassment/ Intimidation in the Workplace Policy Acknowledgment |  |  |  |
| 5250 | Certificated Staff Grievances |  |  |  |
| 5260 | Abused and Neglected Child Reporting |  |  |  |
| 5260F | Report of Suspected Child Abuse, Abandonment, or Neglect |  |  |  |
| 5265 | Employee Responsibilities Regarding Student Harassment |  |  |  |
| 5270 | Personal Conduct |  |  |  |
| 5280 | Professional Standards Commission (PSC) Code of Ethics |  |  |  |
| 5285 | Solicitations |  |  |  |
| 5300 | Political Activity - Staff Participation |  |  |  |
| 5310 | Tobacco Free Policy |  |  |  |
| 5320 | Drug- and Alcohol-Free Workplace |  |  |  |
| 5320F1 | Drug and Alcohol Abuse Testing Acknowledgement |  |  |  |
| 5320F2 | Drug and Alcohol Abuse Testing Agreement |  |  |  |
| 5320P | Drug and Alcohol Abuse Testing Program and Procedures |  |  |  |
| 5325 | Employee Use of Social Media Sites, Including Personal Sites |  |  |  |
| 5325P | Recommended Practices for Use of Social Media Sites |  |  |  |
| 5330 | Employee Electronic Mail and Online Services Usage |  |  |  |
| 5330F | Employee Electronic Mail and Online Services Use Policy Acknowledgment |  |  |  |
| 5335A1 | Employee Use of Electronic Communications Devices |  |  |  |
| 5340 | Evaluation of Certificated Personnel |  |  |  |
| 5340F | Parent and Guardian Input Form |  |  |  |
| 5350 | Certified Personnel Resignation (Release from Contract) |  |  |  |
| 5360 | Dress and Appearance |  |  |  |
| 5370 | Non-school Employment by Professional Staff Members |  |  |  |
| 5380 | Professional Research and Publishing |  |  |  |
| 5400 | Leaves of Absence |  |  |  |
| 5405 | Proof of Illness for Sick Leave |  |  |  |
| 5410 | Family and Medical Leave |  |  |  |
| 5410P | Family and Medical Leave Procedure |  |  |  |
| 5412 | Jury Duty |  |  |  |
| 5413 | Witness for Court Appearance Leave |  |  |  |
| 5420 | Long-Term Illness/Temporary Disability |  |  |  |
| 5420P | Long-Term Illness/Temporary Disability Procedure |  |  |  |
| 6000 | Administration Goals |  |  |  |
| 7000 | Financial Management Goals |  |  |  |
| 7100 | Budget and Program Planning |  |  |  |
| 7110 | Budget Implementation and Execution |  |  |  |
| 7120 | Budget Adjustments |  |  |  |
| 7200 | Accounting System Design |  |  |  |
| 7210 | Fixed Assets and Management Discussion and Analysis (GASB Statement 34) |  |  |  |
| 7220 | Documentation and Approval of Claims |  |  |  |
| 7225 | Financial Fraud and Theft Prevention |  |  |  |
| 7230 | Financial Reporting and Audits |  |  |  |
| 7240 | Programs for Indian Children |  |  |  |
| 7240B | Programs for Indian Children |  |  |  |
| 7400 | Purchasing |  |  |  |
| 7400P | Procurement Under a Federal Award |  |  |  |
| 7405 | Public Works Contracting and Procurement |  |  |  |
| 7407 | Public Procurement of Goods and Services |  |  |  |
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