Agenda for

May 7, 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 \_\_\_\_6:32\_\_\_\_\_\_\_
2. ROLL CALL (Kunz)
   1. Director Fleming \_\_Y\_\_
   2. Director Ronge \_\_Y\_\_
   3. Director Peterson \_Y\_\_\_
   4. Director Martin \_\_Y\_\_
   5. Director Jensen \_\_Y\_\_
   6. Director Kunz \_\_N\_\_

Quorum Y/N

1. MISSION and/or CHARTER DESIGN ELEMENTS
   1. Reading: Director Kunz
2. CONSENT AGENDA
   1. **Action Item:** Adoption of the Agenda and Prior Meeting Minutes (20190409 and 20190425) 20190409 is forthcoming for the agenda and prior meeting minutes
   2. **Moved to accept the agenda and prior meeting minutes for 20190425. Moved by Peterson and seconded by Martin. Moved**
3. EXECUTIVE SESSION
   1. **Action Item:** Under Idaho State Code 74-206 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. Action items may occur following session. **Moved Jensen. Seconded Peterson. Moved (roll call, all ayes)**
   2. Employee A’s offer and contract will be modified to increase the number of days and modified salary.
   3. Supplemental contracts will be developed and completed before the June meeting for Employees I and H for the 2019-2020.
   4. **Motion by Martin to exit, seconded Peterson – moved**
   5. **Jensen Motion for Employee A to increase the contract to 216 days a year to 79,850. Second Martin. Moved**
   6. **Jensen Motion Employees B through I be offered a contract following the salary schedule for 2019-2020. Seconded Peterson. Moved**
   7. **Jensen Motion Employees J and K not be offered a contract for 2019-2020 school year. Seconded Martin. Moved**
   8. **Jensen Motion Employee L offered a $100 stipend for the 2019 – 2020 school year. Seconded Martin. Moved**
4. ANNOUNCEMENTS/PUBLIC DISCUSSION
   1. PPP Comments – in board packet, no comments
   2. Student Showcase – no showcase
   3. Student Body Report – none sent in
   4. Public members wishing to speak - none
5. OFFICER REPORTS/INFORMATION
   1. Chairman Report
      1. Executive Director – Jill Hettinger accepted the position
      2. Board member background checks
      3. Kuna City Planning & Zoning SUP update – special use permit was pushed out to two weeks May 28th.
   2. Vice-Chairman Report
      1. **Action Item:** Resignation. **Move by Martin to accept the resignation by Director Ronge. Seconded by Jensen. Moved**
   3. Treasurer Report - none
   4. Secretary Report – not present
   5. Communications Report
      1. Graphic Design Package – working on the final text for the images, we have the final image but he is waiting for us to send the text. Director Peterson and Dr. Hettinger are continuing to work on this.
      2. Municode – Hour and half meeting on how it works. The City of Kuna uses one of their products to store all of their codes. We can use this to keep track of all of our procedures, marks any changes, similar to Google Docs but way better. $2,000 for the first year and $1,000 for licensing each year. We can include handbooks along with policies. Can post the board agenda, but is another $2400 a year.
      3. Peterson will continue to pursue this and get more information for the board.
6. COMMITTEE REPORTS/INFORMATION
   1. Finance Committee
      1. Management of the finances has been exceptional by Dr. Hettinger.
      2. We are right on our budget or under which is fantastic news.
      3. E-rate was approved for next year.
      4. Will continue to work with Quickbooks and will take the extra time to make this work, particularly at the end of the school year. Will change this if it affects the school in any way. Red Apple continues to keep a close eye on it.
      5. **Action Item:** Financial Reports Approval (March 2019) – **Moved to accept the financial reports for March 2019 by Peterson. Seconded by Jensen. Moved**
      6. **Action Item:** Include in SY 19-20 budget Playground contribution match – **Moved by Martin to allow for up to a $20,000 match for the funds raised by the PPP for a new playground for the SY 2019-2020 with the caveat that the Board will have the final say on the chosen playground. Seconded Jensen. Moved**
   2. Policy Committee
      1. In the board packet.
      2. **Action Item:** 1st review 3260, 3260F, 3265, 3270. **Motion by Jensen to accept 1st review 3260, 3260F, 3265, 3270. Seconded by Martin. Moved**
   3. Building & Space Committee
      1. In the board packet. 1 contract for cleaning and facility maintenance. Committee would like to see the ownership for more cleaning and maintenance from our staff and students, versus increasing the days of the contract. Not staff cleaning, but just students picking up after themselves.
      2. School year July 2019 – June 2020 for the contract
      3. **Action Item:** Janitorial & Building Maintenance Contract. **Motion by Martin to accept the contract from Veritas for July 2019-June 2020 for the cleaning and maintenance. Seconded Jensen. Moved**
   4. Administrative Evaluation Committee
      1. Update – meeting on Monday at 4 p.m., May 13.
      2. Email out evaluation rubric to both Director Fleming and Dr. Hettinger to do the rubric beforehand and then work through it together.
   5. Advisory Committee
      1. **Action Item:** Start advisory committee **Move by Jensen to have the Advisory Committee restarted with the lead being Director Fleming. Seconded by Peterson. Moved**
7. ADMINISTRATION REPORT/INFORMATION
   1. Recent and Upcoming Events – carnival had incredible feedback, launched our new video, and Dale Kleinert has given us our accreditation candidacy status!
      1. Upcoming Family and Field Day being organized by Director Jensen on May 31st from 12:15-3:25
      2. T-shirts must be ordered by this Friday if you would like them. $10 for youth, $12 for adult, $5 for any staff members.
      3. Event sponsored by Red Apple!
   2. Staffing Updates
      1. **Action Item:** SY 19-20 Contracts/Hires – discussion completed in the executive session, motion followed after exit
      2. **Action Item:** SY 19-20 Classified Salary Schedule – moved to June session, will be discussed in the finance meeting to ensure that it is filled in the SY 19-20 budget
      3. **Action Item:** Summer Staffing Proposal (additional days at front of contract) – completed in executive session
      4. **In the process of interviewing for next year staff.**
   3. SDE/PCSC Reports – May upload due for ISEE again. Not many updates to be done for SPED and staff. Upload will be largely attendance based. Still high on this.
   4. Facility/System Updates
      1. Grounds/grass – progressing well, sprinklers are installed and running. Fertilizer is on its way (or already done). Dead grass and sprinklers will be replaced if needed.
   5. Academic Programs
      1. **Action Item:** SY 19-20 Renewal of SPED contracts **Motion by Martin to accept the SPED Manual by Mrs. Quiros. Seconded by Jensen. Moved**
8. DISCUSSION/INFORMATION
   1. Board
      1. Vacancy – no need to open a seat yet.
      2. Create an action item for determining the board size in June and determine if we need to open a new board position.
      3. Director Jensen nominates herself for Treasurer
      4. Director Martin nominates Director Fleming for Chairman
      5. Director Fleming nominates Director Jensen for Vice Chairman
      6. Director Fleming nominates Director Peterson for Secretary and Communication
      7. Director Peterson notes he will be beginning a Master’s program in the next year or so and will have more on his plate, but will continue to be engaged and available
      8. Officer positions will be voted on in the regular June meeting.
      9. **Action Item:** Officer Nominations. **Move by Martin to accept the officer nominations. Seconded by Jensen. Moved**
   2. Ongoing Policy Reviews and Revisions
      1. **Action Item:** 1st Read Policy 5400 revisions **Move by Peterson to accept the 1st read of Policy 5400 revisions. Seconded by Martin. Moved**
   3. Summer staffing – 2 weeks in June, Full-time for Employee L
9. ACTION AGENDA
   1. **Action Item:** Adoption of the Agenda and Prior Meeting Minutes
   2. **Action Item:** Go into Executive Session
   3. **Action Item:** Resignation
   4. **Action Item:** Financial Reports Approval (March 2019)
   5. **Action Item:** Include in SY 19-20 budget Playground contribution match
   6. **Action Item:** 1st review 3260, 3260F, 3265, 3270
   7. **Action Item:** Janitorial and Facility Maintenance Contract
   8. **Action Item:** Start advisory committee
   9. **Action Item:** SY 19-20 Contracts/Hires
   10. **Action Item:** SY 19-20 Classified Salary Schedule
   11. **Action Item:** Summer Staffing Proposal **Move by Jensen for Employee L to have 2 weeks in June 2019, Full-Time. Seconded Peterson. Moved**
   12. **Action Item:** SY 19-20 Renewal of SPED contracts
   13. **Action Item:** Officer Nominations
   14. **Action Item:** 1st Read of Policy 5400 revisions

**Move by Peterson to adjourn. Seconded by Jensen. Moved**

1. ADJOURN
   1. Time \_\_\_9:04 p.m.\_\_\_\_\_\_\_