Minutes for

July 3, 2018

Annual Meeting of Project Impact STEM Academy Board of Directors

1. CALL MEETING TO ORDER
   1. Time **6:34PM**
2. ROLL CALL (Woolley)
   1. Director Fleming **Present**
   2. Director Ronge **Present**
   3. Director Woolley **Present**
   4. Director Peterson **Present**
   5. Director Grigg **Present**
   6. Director Martin **Present**
   7. Director Zattiero **Present**

Quorum **YES**

1. MEETING ASSIGNMENT
   1. CHECKER: Director Woolley, TIMEKEEPER: Director Peterson, MISSION: Director Ronge
2. CONSENT AGENDA
   1. Adoption of the Agenda
   2. Approval of Prior Meeting Minutes

**M/S (Peterson/Zattiero):** To amend the agenda to add a discussion of the fundraising of a robotic dinaosaur mascot costume. *Motion passed unanimously.*

**M/S (Peterson/Ronge):** To accept prior meeting minutes. *Motion passed unanimously.*

1. 2018-2019 BOARD & OFFICER POSITIONS
   1. New Board Member Oath (Woolley)-

Director Woolley administered the new board member oath to Director Martin

* 1. Chair: Director Fleming, Vice Chair: Director Ronge, Treasurer: Director Zattiero, Secretary: Director Woolley, Communications: Director Peterson

1. OFFICER REPORTS
   1. Chairman Report (Fleming)

Laura Moore Cunningham grant of $7000 was awarded to Project Impact STEM Academy for the purchase of . Funding Little Bits pro library.

PCSC site visit will be scheduled when the school is ready, preferably before the opening date.

Mr. Mann met with the USDA to discuss loans. The USDA is pleased with work PiSA is doing. By the end of year 2, we could be constructing a permanent facility.

Evaluation committee of Directors Grigg and Martin was created to evaluate school administrators.

Board trainings will take place in August. Director Martin suggested having some training in state laws for future board training. Director Woolley to get a quote and fill out a PO form for clerk training. Director Fleming will create a condensed timeline from where we began to where we currently are.

* 1. Finance Report (Zattiero)

Matt Lovell at Red Apple Finance didn’t have the bank reconciliation yet. Nothing to report.

* 1. Administrator Report (Neddo/Mann)

Teacher presentations:

Mrs. Prillaman, PiSA technology teacher, gave an overview of her curriculum plans for 6-9th grade technology. She mentioned

Imagine Academy, Idocode, Python, and Common Sense K-12 Digital Citizenship program. Industry standard certifications will be achieved.

She also has a partnerhip with Business professionals of America that she will be working with.

Mr. Neddo gave on overview of need to know information:

1. Engagement metrics-Harry Potter letter created
2. Staffing- Positions offered to the following: Jill Hettinger (4-6), Misty Koeppen (K-3), Tamera Aebermann (K-3) , Scott Thornton (K-3) A complete list of staff will be sent out for posting on FaceBook. Staff spotlights to be created for communications.
3. School supply lists need to go out.
4. Activities- July 10th PPP Kuna Days brainstorming, 6:30PM at the Kuna Community Center to discuss parade float and STEM activity (CSI).
5. Curriculum-Committee needs to be created. Need to reach out to parents/community members. A committee meeting needs to be held ASAP. Main focus is K-3 curriculum.
6. Teacher contracts-Certifications and contracts to be created and sent electronically to approve in August.
7. Programs (SPED)-started auditing IEPs. 43 families on IEP or 504. 25 files missing. Need guidance from state on what to do if we have more than 10% on IEP.
8. Does a bidding process need to occur for special services such as student service contracts? Check with the State.
9. It was advised to not take on Medicaid reimbursement in year one. not to take on year one. Director Grigg has contacts to help out with Medicaid coverage if we choose to pursue reimbursement.
10. Completing title application soon. Need to hire another SPED teacher.
11. How can teachers be compensated for work that needs to be done prior to contract start dats? Stipends? How does it affect benefits? Staff need to have a signed contract before work begins.
12. Community-Mr. Neddo completed accreditation training and teacher evaluation training. Summit Training for staff is July 16-20th. New superintendent training for Mr. Neddo is July 31st.
13. Paraprofessionals to be hired and begin once school starts.

Mr. Mann gave an overview on need to know information:

1. Office staff were introduced to the board and community members. Staff will send out a link to parents to get them familiar with ALMA.
2. Enrollment: 292 students enrolled. 5 spots open in 9th grade.
3. Lunch program-Mr. Mann will meet with Ridleys on Tuesday, July 10th to go over the menu and basic contract. Milk is ready to go. Vending program-POS set up. Venducation is no longer an option. Two options were presented in stead of Venducation: $435 more p/month to use vending machines from Vend-tek OR purchase large commercial fridges and have POS on chromebook and staff in charge.

**M/S (Peterson/Woolley):** To purchase industrial fridges for the storage of lunches. *Motion passed unanimously.*

1. Landscaping and snow removal quotes are being looked into.
2. Access control-Police chief said lock and key is fine for now, but in an ideal world, would like to see digital access.

Need a camera so office staff can see visitors coming.

1. OPEN BUSINESS (\* new)
   1. Policy
      1. \*Policy Series Assignment (Fleming)

Be aware of the series assigned to individual board members

* + 1. Policy Reviews/Adoption (see details below)

**M/S (Peterson/Woolley):** To accept the adoption of policies 1650, 3015, 3281, 3285, 3290, 3300, 3340, 5250, 5400, 5410, 5410P, 5825, 7235, 7250, 7260, 8220, 8230, 8235, 8240, 8245, 8250, 8710, and 9100. *Motion passed unanimously.*

**M/S (Martin/Zatteiro):** To move those policies needing to be ready by 8/7/18 into the 1st review catergory. *Motion passed unanimously.*

**M/S (Peterson/Ronge):** To have all other listed policies listed be moved to 1st review. *Motion passed unanimously.*

* 1. Facilities
     1. Update (Fleming)

3 pits have been created at the site for the school. Floors will begin appearing on site next week. 1 floor will arrive per day.

While there is no conflict of interest (because we didn’t hire, nor employ the dirt guys who are working on the site), it is noted that they are renting portable toilets from Fleming Construction and Support, LLC.

* + 1. \*Playground (Mann)

Director Fleming talked to City of Kuna and they will let PiSA use Arbor Ridge park for year 1 recess. Director Ronge voiced concerns of the park being used for reasons such as safety walking to it near the road child safety from general public/predators.

* 1. HR
     1. \*Vision & Dental benefits (Woolley)

EyeMed provided the best vo

luntary quote for eye care. More information needs to be gathered on dental before a decision is made.

* 1. Advisory Council
     1. \*Upcoming meeting details (Mrs. Neddo)

To be held soon. Date updated on ASANA. Will give facilities update.

Dinosaur fundraiser-Approx $1800-1900 short for dinosaur. Discussion took place to determine how to gather the rest of the funds or where to get them from.

1. ANNOUNCEMENTS/PUBLIC DISCUSSION
   1. Public members wishing to speak
2. ADJOURN

**9:07PM**

Policy Work:

7/3/18 – For Adoption

|  |  |  |  |
| --- | --- | --- | --- |
| **Status** | **Comment Status** | **Policy Number** | **Policy Title** |
| In 1st Review | Resolved | 1650 | New Board Members |
| In 1st Review | None | 3015 | Admission Preferences |
| In 1st Review | Resolved | 3281 | Gender Identity and Sexual Orientation |
| In 1st Review | Resolved | 3285 | Relationship Abuse and Sexual Assault Prevention and Response |
| In 1st Review | Resolved | 3290 | Sexual Harassment/Intimidation of Students |
| In 1st Review | Resolved | 3300 | Drug Free School Zone |
| In 1st Review | Resolved | 3340 | Corrective Actions and Punishment |
| In 1st Review | Resolved | 5250 | Certificated Staff Grievances |
| In 1st Review | Resolved | 5400 | Leaves of Absence |
| In 1st Review | Resolved | 5410 | Family and Medical Leave |
| In 1st Review | Resolved | 5410P | Family and Medical Leave Procedure |
| N/A? | Resolved | ~~5450~~ | ~~Vacation Leave~~ |
| In 1st Review | Resolved | 5825 | Evaluation of School Bus Drivers |
| In 1st Review | Resolved | 7235 | Fiscal Accountability and IDEA Part B Funds |
| In 1st Review | Resolved | 7250 | Fund Accounting System |
| In 1st Review | Resolved | 7260 | Student Activity Funds |
| In 1st Review | Resolved | 8220 | Food Services |
| In 1st Review | None | 8230 | Nutrition Standards |
| In 1st Review | None | 8235 | Water Consumption/Water Bottle Policy |
| In 1st Review | None | 8240 | School Meals |
| In 1st Review | Resolved | 8245 | Unpaid School Meal Charges |
| In 1st Review | None | 8250 | Guidelines for Food and Beverages Sales |
| In 1st Review | None | 8710 | Board of Directors Use of Electronic Mail |
| In 1st Review | None | 9100 | Acquisition, Use, and Disposal of School Property |

7/3/18 – Enter 1st Review Status or needs further review (**Plan to be adopted 8/7/18**)

\*Already in Ready For Review Folder

| **Status** | **Comment Status** | **Policy Number** | **Policy Title** |
| --- | --- | --- | --- |
| In 1st Review | Open | 2110 | Lesson Plan |
| Ready for 1st Review |  | 2120 | Program Evaluation and Diagnostic Tests |
| Ready for 1st Review |  | 2125 | K-3 Reading Intervention |
| In 1st Review | Open | 2140F | Student and Family Privacy Rights—Consent Form |
| In 1st Review | Open | 2210 | School Closure |
| In 1st Review | Open | 2210P | School Closure Procedure |
| In 1st Review | Open | 2305 | Nutrition Services |
| In 1st Review | Open | 2310 | Nutrition Education |
| In 1st Review | Open | 2315 | Physical Activity Opportunities and Physical Education |
| In 1st Review | Open | 2320 | Health Enhancement Education |
| Ready for 1st Review |  | 2330 | Community and Adult Education |
| In 1st Review | Open | 2335 | Digital Citizenship and Safety Education |
| In 1st Review | Open | 2340 | Controversial Issues and Academic Freedom |
| In 1st Review | None | 2340F | Parental Opt-Out Form for Sex Education |
| Ready for 1st Review |  | 2345 | Speakers in the Classroom and at School Functions |
| Ready for 1st Review |  | 2345P | Controversial Speakers Procedure |
| Ready for 1st Review |  | 2350 | Student Religious Activity at School |
| In 1st Review | Open | 2355 | Release Time |
| Ready for 1st Review |  | 2360 | Interscholastic Activities |
| Ready for 1st Review |  | 2365 | Participation of Private School Students in Federally Funded School Programs |
| Ready for 1st Review |  | 2370 | Homebound, Hospital, and Home Instruction |
| In 1st Review | Open | 2375 | Service Animals in School |
| In 1st Review | Open | 2380 | Head Start Program Coordination |
| Ready for 1st Review |  | 2385 | English Learners Program |
| In 1st Review | Open | 2390 | Education of Migratory Children |
| In 1st Review | Open | 2395 | Idaho Digital Learning Academy Classes |
| In 1st Review | Open | 2410 | Section 504 of the Rehabilitation Act of 1973 |
| In 1st Review | None | 2410P | Section 504 of the Rehabilitation Act of 1973 P |
| In 1st Review | Open | 2420 | Parent and Family Engagement |
| In 1st Review | Open | 2420P | Parent and Family Engagement Procedure |
| Ready for 1st Review |  | 2425 | Parental Rights |
| Ready for 1st Review |  | 2435 | Advanced Opportunities |
| Ready for 1st Review |  | 2435F | Advanced Opportunities Participation Form |
| Ready for 1st Review |  | 2440 | Online Courses and Alternative Credit Options |
| Ready for 1st Review |  | 2450 | Contracted Student Services |
| Ready for 1st Review |  | 2520 | Curricular Materials |
| Ready for 1st Review |  | 2530 | Learning Materials Review |
| Ready for 1st Review |  | 2540 | Selection, Adoption, and Removal of Curricular Materials |
| Ready for 1st Review |  | 2550 | Field Trips, Excursions, and Outdoor Education |
| Ready for 1st Review |  | 2560 | Contests for Students |
| Ready for 1st Review |  | 2570F | Parental Movie Opt-Out/Consent Form |
| In 1st Review | Open | 2600 | Promotion/Retention (K-8) |
| Ready for 1st Review |  | 2605 | Advancement Requirements (6-9) |
| Ready for 1st Review |  | 2610 | Advancement Requirements (9-12) |
| Ready for 1st Review |  | 2625 | Parent-Teacher Conferences |
| In 1st Review | Open | 2630 | Homework |
| Ready for 1st Review |  | 3200 | Student Rights and Responsibilities |
| Ready for 1st Review |  | 3220 | Student Use of Buildings: Equal Access |
| In 1st Review | Open | 3225 | Student Clubs: Equal Access |
| In 1st Review | None | 3225F | Student Club Risk Management Plan |
| Ready for 1st Review |  | 3230 | Student Government |
| Ready for 1st Review |  | 3240 | Student Publications |
| Ready for 1st Review |  | 3250 | Distribution and Posting of Materials |
| Ready for 1st Review |  | 3255 | Student Dress |
| In 1st Review | Open | 3280 | Equal Education, Nondiscrimination, and Sex Equity |
| In 1st Review | None | 3290F | Harassment Reporting Form for Students |
| Ready for 1st Review |  | 3295F | Hazing, Harassment, Intimidation, Bullying, Cyber Bullying, and Menacing |
| Ready for 1st Review |  | 3295P | Hazing, Harassment, Intimidation, Bullying, Cyber Bullying |
| In 1st Review | Open | 3296 | Belonging Week |
| Ready for 1st Review |  | 3305 | Prohibition of Tobacco Possession and Use |
| Ready for 1st Review |  | 3320 | Substance and Alcohol Abuse |
| Ready for 1st Review |  | 3330 | Student Discipline |
| In 1st Review | Open | 3335 | Academic Honesty |
| In 1st Review | None | 3340P | Corrective Actions and Punishment Procedure |
| In 1st Review | Open | 3345 | Use of Restraint, Seclusion, and Aversive Techniques for Students |
| In 1st Review | Open | 3350 | Detention |
| Ready for 1st Review |  | 3360 | Discipline of Students with Disabilities |
| Ready for 1st Review |  | 3365 | Student Sex Offenders |
| Ready for 1st Review |  | 3370 | Searches and Seizures |
| Ready for 1st Review |  | 3370P | Searches and Seizures Procedure |
| In 1st Review | Open | 3380 | Extracurricular and Co-Curricular Participation Policy |
| Ready for 1st Review |  | 3390 | Extra- and Co-Curricular Chemical Use Policy |
| In 1st Review | Open | 3400 | Extracurricular Activities Drug-Testing Program |
| In 1st Review | None | 3400F | Extracurricular Consent Form |
| Ready for 1st Review |  | 3410 | School Sponsored Student Activities |
| Ready for 1st Review |  | 3420 | Student Fund Raising Activities |
| Ready for 1st Review |  | 3430 | Distribution of Fund Drive Literature Through Students |
| Ready for 1st Review |  | 3440 | Student Fees, Fines, and Charges/Return of Property |
| Ready for 1st Review |  | 3500 | Student Health/Physical Screenings/Examinations |
| In 1st Review | Open | 3505 | Concussion Protocol |
| In 1st Review | None | 3505F1 | Acknowledgment of Receipt of Concussion Guidelines |
| In 1st Review | None | 3505F2 | Authorization to Return to Play or Participate in Student Sports |
| In 1st Review | Open | 3510 | Administering Medicines to Students |
| In 1st Review | None | 3510F1 | Authorization for Self-Administered Medication |
| In 1st Review | None | 3510F2 | Indemnification/Hold Harmless Agreement for Self-Administration of Medication |
| In 1st Review | Open | 3515 | Food Allergy Management |
| In 1st Review | None | 3515B | Food Allergy Management Background |
| In 1st Review | None | 3515F | Emergency Care Plan |
| In 1st Review | Open | 3515P | Food Allergy Management Procedure |
| In 1st Review | Open | 3520 | Contagious or Infectious Diseases |
| In 1st Review | Open | 3525 | Immunization Requirements |
| Ready for 1st Review |  | 3530 | Suicide |
| Ready for 1st Review |  | 3540 | Emergency Treatment |
| In 1st Review | Open | 3545 | Student Interviews, Interrogations, or Arrests |
| In 1st Review | None | 3545F1 | Form for Signature of Arresting Officer |
| In 1st Review | None | 3545F2 | Form for Signature of Interviewing Officer |
| Ready for 1st Review |  | 3550 | Removal of Student During School Hours |
| Ready for 1st Review |  | 3550P | Removal of Student During School Hours Procedure |
| Ready for 1st Review |  | 3560 | Video Surveillance |
| In 1st Review | Open | 4120 | Uniform Grievance Procedure |
| In 1st Review | None | 4120F | Uniform Grievance Procedure |
| In 1st Review | Open | 4130F | Charter School Record Request Form |
| In 1st Review | None | 4135 | Website Accessibility and Nondiscrimination |
| In 1st Review | Open | 8210 | Charter School Nutrition Committee |

7/3/18 – Enter 1st Review Status (**Plan to be adopted 8/7/18**)

\*Should be placed in Ready For Review Folder **by 7/9/18**

| **Status** | **Comment Status** | **Policy Number** | **Policy Title** |
| --- | --- | --- | --- |
|  |  | 2545 | Technology Advisory Council |
|  |  | 2570 | Use of Commercially Produced Video Recordings |
|  |  | 3050A1 | Attendance Policy (Alternative 1) |
|  |  | 3050A2 | Attendance Policy (Alternative 2) |
|  |  | 3050A3 | Attendance Policy (Alternative 3) |
|  |  | 3050A4 | Attendance Policy (Alternative 4) |
|  |  | 3260 | Bring Your Own Technology Program |
|  |  | 3260F | Bring Your Own Technology Program Permission Form |
|  |  | 3265A1 | Student Owned Electronic Communications Devices (Complete Ban) |
|  |  | 3265A2 | Student Owned Electronic Communications Devices (Devices Allowed) |
|  |  | 3270 | Networks |
|  |  | 3270F | Internet Access Conduct Agreement |
|  |  | 3270P | Acceptable Use of Electronic Networks |
|  |  | 3275A1 | Charter School Provided Mobile Computing Devices (Allowed to Take Home) |
|  |  | 3275A2 | Charter School Provided Mobile Computing Devices (Not Allowed) |
|  |  | 3275FA1 | Mobile Computing Device Agreement (Allowed to Take Home) |
|  |  | 3275FA2 | Mobile Computing Device Agreement (Not Allowed to Take Home) |
|  |  | 3295 | Hazing, Harassment, Intimidation, Bullying, Cyber Bullying |
|  |  | 3580A1 | Relations with Non-custodial Parents (Alternative 1) |
|  |  | 3580A2 | Relations with Non-custodial Parents (Alternative 2) |
|  |  | 3610 | Records of Missing Children |
|  |  | 3620 | Transfer of Student Records |
|  |  | 4000 | Community Realtions - Goals |
|  |  | 4100 | Public Relations |
|  |  | 4105 | Public Participation in Board Meeting |
|  |  | 4105F | Request to Address the Board |
|  |  | 4110 | Public Complaints |
|  |  | 4140 | Visitors to the Schools |
|  |  | 4150 | Accommodating Individuals with Disabilities |
|  |  | 4160 | Parents Right-to-Know Notices |
|  |  | 4200 | School-Support Organizations |
|  |  | 4210 | Community Use of Charter School Facilities |
|  |  | 4210F | Fee Schedule for Community Use of School Facilities |
|  |  | 4210P | Community Use of School Facilities |
|  |  | 4220 | Facilities Use Agreement |
|  |  | 4225 | Equipment Usage |
|  |  | 4230 | Use of School Property for Posting Notices |
|  |  | 4240 | Distribution of Fund Drive Literature Through Students |
|  |  | 4300 | Conduct on School Property |
|  |  | 4310 | Contact with Students |
|  |  | 4320 | Disruption of School Operations |
|  |  | 4400 | Relations with the Law Enforcement and Child Protective Agencies |
|  |  | 4410 | Investigations and Arrests by Police |
|  |  | 4420 | Sex Offenders |
|  |  | 4420F2 | Letter to Employers & Contractors |
|  |  | 4500 | Public Gifts/Donations to the Schools |
|  |  | 4500P1 | Public Gifts to the Schools |
|  |  | 4500P2 | Public Gifts to the Schools |
|  |  | 4520 | Soliciting and Accepting Grants or Donations |
|  |  | 4600 | Volunteer Assistance |
|  |  | 4600F2 | Volunteer Confidentiality |
|  |  | 5105 | Certificated Personnel Reemployment |
|  |  | 5340F | Parent and Guardian Input Form |
|  |  | 5480 | Leadership Premiums |
|  |  | 6320F | Parent or Guardian Input Form—Principal Evaluation |
|  |  | 8000 | Non-instructional Operations - Goals |
|  |  | 8100 | Transportation |
|  |  | 8105 | Extracurricular Transportation |
|  |  | 8105F | Extracurricular Transportation Liability Waiver |
|  |  | 8105P | Extracurricular Transportation Discipline |
|  |  | 8110 | Safety Busing |
|  |  | 8115 | Hours of Service of Drivers |
|  |  | 8120 | Bus Routes, Stops, and Non-Transportation Zones |
|  |  | 8130 | Transportation of Students with Disabilities |
|  |  | 8140 | Student Conduct on Buses |
|  |  | 8150 | Unauthorized School Bus Entry |
|  |  | 8160 | Contracting for Transportation Services |
|  |  | 8170 | Charter School-Owned Vehicles |
|  |  | 8180 | Driver Training and Responsibility |
|  |  | 8185 | Use of Wireless Communication Devices by Bus Drivers |
|  |  | 8190 | Emergencies Involving Transportation Vehicles |
|  |  | 8195 | Charter School Vehicle Idling |
|  |  | 8200 | Local School Wellness |
|  |  | 8270 | Teacher-to-Student Incentive |
|  |  | 8300 | Emergencies and Disaster Preparedness |
|  |  | 8500 | Risk Management |
|  |  | 8510 | Charter School Safety |
|  |  | 8520 | Inspection of Charter School Facilities |
|  |  | 8530 | Property Damage |
|  |  | 8600 | Records Management |
|  |  | 8700 | Computer Software |
|  |  | 9000 | School Facilities - Goals |
|  |  | 9200 | Contractor License, Surety Bonds, and Insurance |
|  |  | 9300 | Operation and Maintenance of Charter School Facilities |
|  |  | 9400 | Safety Program |
|  |  | 9500 | Security |
|  |  | 9600 | Facilities Operations |
|  |  | 9610 | Waste Management and Recycling |
|  |  | 9700 | Charter School Asbestos Program |