Minutes for

September 4, 2018

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 **6:40**
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. MISSION and/or CHARTER DESIGN ELEMENTS
	1. Reading: Director Grigg
2. CONSENT AGENDA
3. Amend agenda to add discussion item for ISBA conference

 **M/S (Martin/Ronge)-** To add registration discussion for ISBA conference to Action items. *Motion passed unanimously.*

* 1. **Action Item:** Adoption of the Agenda and Prior Meeting Minutes (20180807, 20180820)

 **M/S (Peterson Grigg)-**To adopt the agenda and prior minutes as presented. *Motion passed unanimously.*

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

 **None**

1. OFFICER REPORTS/INFORMATION
	1. Chairman Report (Fleming)

 **Administrators guided to put out statement prior to public events where board members may be present but no business would be discussed, such as open houses.**

* 1. Finance Report (Zattiero)

  **Report Attached**

 **Clarifications made with Matt Lovell of Red Apple**

* 1. Communications (Peterson)

 **Info e-mail account has been shut down.**

1. ADMINISTRATION REPORT/INFORMATION
	1. Student Enrollment (Mann)

 **Enrollment at 284-5 calls have been made to offer seats.**

* 1. Staffing (Mann/Neddo)

 **Deborah Hibbard was offered a paraprofessional position.**

 **One more paraprofessional position open for hire.**

 **M/S (Woolley/Grigg)- To hire Deborah Hibbard with a start date of September 10, 2018.** *Motion passed unanimously.*

* 1. Family Engagement (Neddo)

 **Open house set for the 27th of September**

 **Mrs. Koeppen and Mrs. Avermann showcased and talked to how the day went. Positive feedback was given.**

* 1. Lunch Services (Mann)

 **NSLP possible cannot be offered this year as anticipated. The process has been difficult. The goal is to get it up and running as soon as possible.**

  **Policy 8220 states we shall provide free/reduced lunch. Needs to be amended**

 **to change wording from shall to may.**

 **M/S (Zattiero/Ronge): To amend policy 8220 to state that “the charter school may provide free/reduced lunch” rather than “will”.** *Motion passed unanimously.*

* 1. Facilities Update (Mann)

 **Progressing and on track for opening Monday the 17th. Furniture is here. Remaining furniture will be here by Friday.**

1. COMMITTEE REPORTS/INFORMATION
	1. Advisory Committee (Ronge)

 **E-mail was sent to committee members inviting them to a quarterly meeting at an official board meeting. Members will be invited to meetings beginning in November and another in March.**

1. DISCUSSION/INFORMATION
	1. ICCU Money Market and Local Government Investment Pool (LGIP)

 **Discussion and review.**

* 1. Policy 1260 / Fiscal Policies

 **Reviewed policy 1260 and discussed to clarify amount. Needs to be reworded to add verbiage about something that wasn’t previously approved in the budget.**

 **All contracts approved need to be on website.**

* 1. Bylaws – section 4.10 and 5.5

 Proxy vote-

* 1. Board Packet options (electronic, paper)

 **Using Asana for board agenda and packet is acceptable, but not optimal. No board meeting type discussion may ensue.**

* 1. Board seat nominations

 **Mr. Carter and Mrs. Jensen expressed interested in current open spots. Available seats will be advertised for 10 days. Director Peterson will put together a board committee to develop a board nomination packet. 3 candidates will need to be presented to the board. Director Grigg volunteered to be on the committee.**

 **M/S (Peterson/Woolley)-** For Director Peterson to lead a committee to develop a board nomination packet. *Motion passed unanimously.*

* 1. Continuous Improvement Plan (Policy 1315)

  **Delegate to Administration. See action items**

* 1. Shared Information (Policy 4130)

 **Highlighted items to be posted on website. That information needs to be posted soon.**

1. ACTION AGENDA
	1. **Action Item:** Policy Reviews, Adoption, Amendment

 **Policy amendment 1315 for an adjustment that the board will delegate task to administrative staff with board approval.**

 **M/S (Grigg/Woolley)-** To amend policy 1315 to delegate tasks outlined in policy to administrative staff with board approval. *Motion passed unanimously.*

* 1. **Action Item:** PPP Committee

 **Parents Group to operate under the school’s 501 (3)(c) until they can get their own 501 (3) (c).** **This group will work with administration to determine fundraising or needs.**

 **M/S (Martin/Woolley): To** dissolve PPP contingent on them using the school’s 501 (3)(c). *Motion passed unanimously.*

* 1. **Action Item:** ~~Electronic/Board Packet management system~~
	2. **Action Item:** Business sign donation

 **M/S (Matrin/Woolley)**- For the reclamation of the sign donation letter and send a new one. *Motion passed unanimously.*

* 1. **Action Item:** ISBA Conference-

 **M/S (Peterson/Martin)-** To purchase 3 full-day passes 1 partial class at

 $525 for all 3 days. $100 for one event. *Motion passed unanimously.*

1. ADJOURN

 **8:18PM**