Agenda for

February 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 \_\_\_\_\_\_\_\_\_\_\_
2. ROLL CALL (Woolley)
	1. Director Fleming \_\_\_\_
	2. Director Ronge \_\_\_\_
	3. Director Woolley \_\_\_\_
	4. Director Peterson \_\_\_\_
	5. Director J. Martin \_\_\_\_
	6. Director Jensen \_\_\_\_
	7. Director R. Martin \_\_\_\_

Quorum Y/N

1. MISSION and/or CHARTER DESIGN ELEMENTS
	1. Reading: Director J. Martin
2. CONSENT AGENDA
	1. **Action Item:** Adoption of the Agenda and Prior Meeting Minutes (20181217, 20190107, 20190108, 20190121, 20190128)
3. ANNOUNCEMENTS/PUBLIC DISCUSSION
	1. PPP Comments
	2. Student Showcase
	3. Student Body Report
	4. Public members wishing to speak
	5. Improvement Plan Updates (see table below)
4. OFFICER REPORTS/INFORMATION
	1. Chairman Report
		1. Due Process Hearing Re-scheduled
		2. Lottery Scheduled
		3. LMC Grant Report due in March
	2. Vice-Chairman Report
	3. Treasurer Report
		1. Upcoming Budgetary Hearings (SY18-19 revisions & SY19-20)
	4. Secretary Report
		1. New Member Oath
	5. Communications Report
		1. Rebranding
5. COMMITTEE REPORTS/INFORMATION
	1. Advisory Committee
		1. **Action Item:** Close current advisory committee
	2. Finance Committee
		1. **Action Item:** Adjustment of approval for Financial Reports
	3. Policy Committee
		1. **Action Item:** 1st Reading of Policy 3530
	4. Building & Space Committee
		1. **Action Item:** Approval of Brown Bus shed
	5. Administrative Evaluation Committee
6. ADMINISTRATION REPORT/INFORMATION
	1. Student Recruitment, Retention & Attendance Report
		1. Enrollment count, enrollment changes, attendance rates
		2. Patron involvement activities
	2. Staffing Updates
	3. SDE/PCSC Reports
	4. Facility/System Updates
		1. Official school social media sites
	5. Academic Programs
7. DISCUSSION/INFORMATION
	1. Policies 7000 Series (except 7440)
		1. **Action Item:** 7000 series Policy Updates, 2nd reading
8. ACTION AGENDA
	1. **Action Item:** Close current advisory committee
	2. **Action Item:** Adjustment of approval for Financial Reports
	3. **Action Item:** 1st Reading of Policy 3530
	4. **Action Item:** Approval of Brown Bus shed
	5. **Action Item:** 7000 series Policy Updates, 2nd reading
9. ADJOURN
	1. Time \_\_\_\_\_\_\_\_\_\_\_

\*\*Note Town Hall Task list on next page\*\*

Improvement Tasks

| **Task** | **When** | **Who** | **Status** |
| --- | --- | --- | --- |
| Meeting recap | Friday following | Director Martin | COMPLETED - ONGOING |
| Board Bios created | 1/1/2019 | All Board | COMPLETED |
| Board Bios posted online | 1/8/2019 | Director Peterson | COMPLETED |
| Schedule 'State of the School' | 2/5/2019 | Director Fleming | 3/5/19 |
| Schedule 'Listening Session' | 2/5/2019 | Director Fleming | Suggest first week of April |
| Student Showcases | 1/8/2019 | Molly | COMPLETED - ONGOING |
| Agenda to patrons | Friday prior | Director Fleming | COMPLETED - ONGOING |
| Weekly DinoBytes | each Monday | Molly | COMPLETED - ONGOING |
| House Reports | weekly | Dr. H | COMPLETED - ONGOING |
| Update staff info on site | 1/8/2019 | Director Peterson | COMPLETED |
| Set staff communication expectations | 1/8/2019 | Dr. H | COMPLETED |
| Fishbowl Thursday | each Thursday | Dr. H | COMPLETED - ONGOING |
| Add to site FAQ | need set | Director Peterson? | COMPLETED - ONGOING |
| Add all Board to Alma | 1/8/2019 | Molly | COMPLETED |
| Admin weekly report template | 1/8/2019 | Director Martin | COMPLETED (implemented 2/5/19) |
| Website redesign | need set | Director Peterson/volunteer |  IN PROGRESS |
| Issue contact shown on each page of website | need set | Director Peterson | COMPLETED |
| Summit page on website | 1/8/2019 | Director Peterson | COMPLETED |
| Request PPP outline volunteer process | 1/8/2019 | Dr. H |   |
| Detail out visitor process | 1/8/2019 | Dr. H |   |
| Post visitor processes on site | 2/5/2019 | Director Peterson |   |
| Make corrections/updates to Alma calendar | need set | Molly | COMPLETED |
| Assign PPP volunteer to manager official school FB | 1/8/2019 | Dr. H |  |
| Add feedback forum on site | need set | Director Peterson | COMPLETED |
| Develop policy committee | 1/8/2019 | Board | COMPLETED - ONGOING |
| Develop building committee | 1/8/2019 | Board | COMPLETED - ONGOING |
| Determine DoO duty plan | 1/8/2019 | Dr. H / Board | COMPLETED |
| Substitute Process Plan | 1/8/2019 | Dr. H | COMPLETED - ONGOING |
| Staffing schedules/efficiency plan | 1/8/2019 | Dr. H | COMPLETED - ONGOING |
| STEM Nights | 1/8/2019 | Director Peterson | COMPLETED - ONGOING |
| Assist Admin with Acquisition calendar review | 1/8/2019 | Director Fleming | COMPLETED - ONGOING |
| Implement ID badges | 1/8/2019 | Dr. H / Molly | COMPLETED |
| Clearly define check-in/out process | 1/8/2019 | Dr. H / Molly | COMPLETED |
| Review Raptor like systems | 2/5/2019 | Dr. H |  |
| Review janitorial contract | 1/8/2019 | Dr. H / Board | COMPLETED |