

Alturas International Academy Public Charter School
Annual Meeting Minutes
July 28, 2016

Those in attendance: Principal Steven Andrew, Head Teacher Michelle Ball

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Mr. Allen.

Board Chairman Jared Allen – Present

Board Secretary Candise Gilbert – Present

Board Treasurer Collin Hunter – Present

Board Secretary Christine Ogden- Present

Board Member Katie Davenport – Absent

Board Member Angey Lybbert – Absent

Board Member Heath Bowen – Present

2. CONSENT AGENDA

a. Board Minutes: July 7, 2016

MOTION: A motion was made by Mr. Hunter to accept the minutes for the meeting held July 7, 2016. The motion was seconded by Ms. Ogden. Vote was unanimous. Motion carried.

b. Expenditures/Finances

Mr. Andrew reported that we have 21K to purchase office furniture, supplies, and other startup costs such as phone and Internet. Mr. Bowen suggested that we reach out to the community to see if anyone is willing to donate some of the things we need. He may be able to help with our phone system. Ms. Gilbert will write an email asking for donations. Mr. Hunter reported that we should receive 15K this week and 30K by the end of the year from Founders, and that the 15K paid towards our lease comes out of our annual budget. Mr. Andrew reported that Chromebooks cost \$210, which includes the management software. Ms. Ogden and Ms. Gilbert will organize the purchase of classroom supplies.

3. ANNUAL MEETING BUSINESS

a. Appointment of Board of Directors

Heath Bowen and Michael Folker were appointed new members of the Board of Directors.

i. Term assignment review

MOTION: A motion was made by Mr. Allen to extend the seat assignments to 2018. Seats 1, 4, and 7 will expire in 2018. Seats 2, 5, and 8 will expire in 2019. Seats 3 and 6 will expire in 2020.

Seat 1 – Mr. Allen

Seat 2 – Ms. Gilbert

Seat 3 – Ms. Davenport

Seat 4 – Ms. Ogden

Seat 5 – Mr. Hunter

Seat 6 – Ms. Lybbert

Seat 7 – Mr. Bowen

Seat 8 – Mr. Folker

MOTION: A motion was made by Ms. Gilbert to approve the seat assignments. The motion was seconded by Ms. Ogden. Vote was unanimous. Motion Carried.

b. Designate time and place for monthly meetings

MOTION: A motion was made by Mr. Allen to designate the 3rd Thursday of each month at 6:30 p.m. at Alturas International Academy as the time and place for our monthly meetings. The motion was seconded by Ms. Ogden. Vote was unanimous. Motion carried.

c. Legal Publication

MOTION: A motion was made by Ms. Gilbert to designate The Post Register as our means for legal publication for public announcements.

d. Policies & Procedures

i. Obtaining ISBA policies

MOTION: A motion was made by Ms. Gilbert to table the discussion until ISBA updates its policies at the end of this month. The motion was seconded by Mr. Bowen. Vote was unanimous. Motion carried.

ii. Employee benefit review

As of now, there is nothing to review. We are currently obtaining quotes from carriers. All of our teachers submitted their information last Tuesday.

MOTION: A motion was made by Ms. Gilbert to grant three personal leave days per year, with the option to purchase three more and carry over two, not to exceed five in a two-year period. The motion was seconded by Mr. Hunter. Vote was unanimous.

Motion carried.

e. Annual Budget Approval

The annual budget was approved on Monday, July 11, 2016.

4. BOARD BUSINESS

a. Pre-Opening Checklist

Ms. Gilbert discussed a list of items from the pre-opening checklist that need completed by various Board members.

5. TRANSPORTATION CONTRACT

The contract with Teton Stage Lines is for four routes at \$3.90 per mile, with a minimum of 55 miles per day, totaling 125K per year. It is a five-year contract. 220 miles

MOTION: A motion was made by Ms. Gilbert to approve the contract with Teton Stage Lines. The motion was seconded by Christine Ogden. Vote was unanimous. Motion carried.

6. PARENT ORGANIZATION

a. Tech Fundraiser

The Parent Organization would like to do a tech fundraiser to raise money for projectors.

7. ENROLLMENT

a. Current Enrollment Report

276 of 281 spots are filled

b. Open House

Student registration will be held Wednesday, August 10 and Thursday, August 11.

8. FACILITIES

a. Construction report

A planning and zoning hearing for the Boy Scout building will take place on Tuesday, August 2 at 7:00 p.m.

b. Supply/equipment procurement

Discussed earlier in meeting

9. EXECUTIVE SESSION 74-206(1)(a), 74-206(1)(c)

a. Personnel

b. Property

MOTION: A motion was made by Mr. Allen not to go into Executive Session. The motion was seconded by Ms. Ogden. Vote was unanimous. Motion carried.

10. PUBLIC FORUM

None

11. ADJOURN

MOTION: A motion was made by Ms. Gilbert to adjourn the meeting. The motion was seconded by Ms. Ogden. Vote was unanimous. Motion carried.

Meeting adjourned at 8:51 p.m.