

Alturas International Academy Public Charter School  
Board Meeting Minutes  
April 6, 2017

Those in attendance: Executive Director Michelle Ball, Business Manager Marc Carignan (via phone), School Secretary Aniko Snyder, PTT President Justina Gooden-Helton

1. CALL TO ORDER AND ROLL CALL

*The meeting was called to order by Ms. Gilbert at 6:38 p.m.*

*Board Chairman Jared Allen – Present*

*Board President Candise Gilbert – Present*

*Board Treasurer Collin Hunter – Present*

*Board Secretary Christine Ogden - Present*

*Board Member Katie Davenport – Absent*

*Board Member Angey Lybbert – Present*

*Board Member Heath Bowen – Present*

*Board Member Michael Folker – Absent*

2. PUBLIC FORUM

*None*

3. CONSENT AGENDA

- a. Board Minutes: March 16, 2017

**MOTION:** *A motion was made by Mr. Hunter to accept the minutes for March 16, 2017.*

*The motion was seconded by Mr. Bowen. Vote was unanimous. Motion carried.*

- b. Financials

*None*

4. PTT REPORT

*Justina Gooden-Helton reported on the state of the PTT. Although they had to lower their original goal for the Friends of Alturas Fundraiser, they raised over 7K, some of which was used to purchase 10 Chromebooks. They have held several events, done behind the scenes work, and organized several teacher appreciation activities.*

5. PERSONNEL

- a. Contract Ratification

**MOTION:** A motion was made by Ms. Lybbert to approve the supplemental contracts for Ms. Hedelius and Ms. Hawkins. The motion was seconded by Mr. Bowen. Vote was unanimous. Motion carried.

**MOTION:** A motion was made by Ms. Gilbert to approve the compensation proposals for seven new teachers. The motion was seconded by Ms. Lybbert. Vote was unanimous. Motion carried.

b. Hiring Update

We are still in need of a science teacher, PYP teacher, and counselor. All other positions have been filled.

6. CONSIDER ADOPTING SALARY SCHEDULE

**MOTION:** A motion was made by Mr. Hunter to adopt the salary schedule. The motion was seconded by Mr. Bowen. Vote was unanimous. Motion carried.

7. LOTTERY/RECRUITMENT UPDATE

The lottery will take place tomorrow, Friday, April 7. We have a sizeable projected waitlist of over 100. There is still one seat left in 6<sup>th</sup> grade and eight in 8<sup>th</sup> grade.

8. FACILITIES REPORT

They are close to being on schedule to make the August 1 deadline. There are many partners who have made this a smooth process, including Dru Damico (Building Hope), Tiffany (Pro Builders), and Idaho Central Credit Union (ICCU).

9. FUNDRAISING

Phil Harper would like to head up a fundraising committee. Mr. Hunter will work with him on this. Some ideas include educating our parents about the Idaho Tax Credit, naming rights for halls and rooms, and a recognition wall for donors and volunteers for their generosity.

10. CONSIDER APPROVAL OF 2017-2018 CALENDAR

**MOTION:** A motion was made by Ms. Gilbert to approve the 2017-2018 calendar. The motion was seconded by Ms. Ogden. Vote was unanimous. Motion carried.

11. BOARD ON TRACK

Bluum is offering to pay for the first year of BoardOnTrack training. They are a national organization that gives boards the tools and resources to be effective. Included is a CEO coach and governance training and support. Suzanne Metzgar (Bluum) will present more information at the next board meeting.

12. POLICIES – 2ND READ

- a. Weapons

**MOTION:** A motion was made by Ms. Lybbert to accept 2<sup>nd</sup> read on the listed policy. The motion was seconded by Ms. Gilbert. Vote was unanimous. Motion carried.

13. POLICIES – 1<sup>ST</sup> READ

- a. 7430 Travel Allowances and Expenses
- b. 7320 Allowable Uses for Grant Funds
- c. 7400 Purchasing
- d. 7400F Time and Effort Documentation
- e. 7400P Procurement Under a Federal Award

**MOTION:** A motion was made by Ms. Gilbert to accept 1<sup>st</sup> read on the listed policies. The motion was seconded by Mr. Hunter. Vote was unanimous. Motion carried.

14. ADJOURN

**MOTION:** A motion was made by Mr. Bowen to adjourn the meeting. The motion was seconded by Mr. Hunter. Vote was unanimous. Motion carried.

Meeting adjourned at 8:23 p.m.