



Board Meeting Minutes  
September 19, 2019

Those in attendance: Executive Director Michelle Ball, Principal Brian Bingham, Business Manager Marc Carignan (via phone), Kurt Folke (via phone)

1. OPENING ITEMS

- a. Record Attendance and Guests

*Board Chairman Jared Allen – Present*

*Board President Candise Gilbert – Present*

*Board Treasurer Collin Hunter – Present*

*Board Secretary Christine Ogden- Present*

*Board Member Callie Hatch – Present*

*Board Member Jinger Watkins – Absent*

*Board Member Lee Stimpson – Present*

*Board Member Kevan Weaver – Present*

*Board Member Jaime Mayo – Present*

- b. Call the Meeting to Order

*The meeting was called to order by Mr. Allen at 6:09 p.m.*

- c. Approve Minutes – August 15, 2019

**MOTION:** *A motion was made by Ms. Hatch to approve the minutes for August 15, 2019 subject to the name correction under Consent Agenda. The motion was seconded by Ms. Gilbert. Vote was unanimous. Motion carried.*

- d. Consent Agenda

**MOTION:** *A motion was made by Mr. Stimpson to move Finance to the end of the agenda. The motion was seconded by Ms. Mayo. Vote was unanimous. Motion carried.*

2. PUBLIC FORUM



*None*

3. HIGH SCHOOL

a. Committee Report

*The Business Plan is done. Efforts to reach out to potential donors are being made.*

*Building Hope and Erstad Architects are exploring more options for a building location.*

*Andy Erstad completed a preliminary floor plan for the high school.*

4. POLICIES

a. 3050 Attendance

**MOTION:** *A motion was made by Ms. Mayo to amend Policy 3050 to replace the word semester with the word term. The motion was seconded by Mr. Weaver. Vote was unanimous. Motion carried.*

**MOTION:** *A motion was made by Ms. Gilbert to amend Policy 3050 to include the information in the Student Handbook regarding tardies. The motion was seconded by Ms. Ogden. Vote was unanimous. Motion carried.*

b. 3525 Immunizations Requirements

**MOTION:** *A motion was made by Ms. Gilbert to approve Policy 3525. The motion was seconded by Ms. Hatch. Vote was unanimous. Motion carried.*

c. 3560 Video Surveillance

**MOTION:** *A motion was made by Mr. Stimpson to approve Policy 3560. The motion was seconded by Ms. Ogden. Vote was unanimous. Motion carried.*

d. 3610 Records of Missing Children

**MOTION:** *A motion was made by Ms. Hatch to approve Policy 3610. The motion was seconded by Ms. Gilbert. Vote was unanimous. Motion carried.*

e. 3620 Transfer of Student Records

**MOTION:** *A motion was made by Ms. Mayo to approve Policy 3620. The motion was seconded by Mr. Weaver. Vote was unanimous. Motion carried.*



5. OTHER BUSINESS

a. Designate Time and Place for Monthly Meetings

**MOTION:** A motion was made by Ms. Gilbert to designate the 3<sup>rd</sup> Thursday of each month at 5:30 p.m. at Alturas International Academy as the time and place for our monthly meetings. The motion was seconded by Mr. Stimpson. Vote was unanimous. Motion carried.

b. Board Retreat

The Board Retreat is scheduled for October 18, 2019 from 9:00 a.m. to 4:00 p.m. Mr. Stimpson will reserve a room at the College of Eastern Idaho. We will discuss board goals, high school plans; have some leadership lessons, etc.

6. FINANCE

a. Financials

Kurt Folke with Quest CPAs PLLC gave a report on the audited financial statements. Afterwards, discussion took place with Business Manager Carignan regarding the Child Nutrition Fund.

b. Credit Card Authorization

**MOTION:** A motion was made by Ms. Hatch to authorize Mr. Hunter to get new credit cards for the school. The motion was seconded by Ms. Gilbert. Vote was unanimous. Motion carried.

7. ADJOURN MEETING

**MOTION:** A motion was made by Ms. Mayo to adjourn the meeting. The motion was seconded by Ms. Gilbert. Vote was unanimous. Motion carried.  
Meeting adjourned at 7:35 p.m.