



Board of Directors Meeting

September 24, 2018

Regular Session @ 5:30 pm

Primary Academy

1. Call to Order - 5:35 pm

2. Establish Quorum

| Board Members Present | | |
|------------------------------|-------------|-----------------|
| Name | Role | Present? |
| Doug Durham | Chair | Y |
| Stacy Hill | Secretary | N |
| Matt Hoag | Treasurer | Y |
| Ken Vorhees | Member | Y |
| Anne Cowles | Member | N |
| James Hill | Member | Y |
| Nancy Cunningham | Member | Y |

| School Personnel Present | | |
|---------------------------------|--------------|-----------------|
| Name | Role | Present? |
| Travis Franklin | HofS | Y |
| Brook Wilkerson | COO | Y |
| Morgen Flowers | PA Principal | Y |
| Melissa Pettey | MA Principal | Y |

3. List of Materials

- Agenda
- August Minutes
- Finance reports
- Policy 4218 - Language Access Plan policy/procedure
- Policy 2190 - Highly Capable policy/procedure
- Compensation comparison chart (SIA, Mead, SPS)
- Compensation comparison chart (SIA at 90% of SPS)
- WA Charters grant terms

4. Public Comment

- James Wilburn, board member, submitted a potential conflict on interest. The board found no conflict existed.

5. Approval of Minutes from August 27, 2018 board meeting

Motion by: Ken Vorhees

Second by: Matt Hoag

Vote: Unanimous

6. Approve, Accounts Payable and Payroll

- General Fund Warrants #12340-12340, totaling \$501.80
- General Fund Warrants #12345-12345, totaling \$1,676.99
- General Fund Warrants #12341-12341, totaling \$7,046.51
- General Fund Warrants #12365-12400, totaling \$176,105.32
- Payroll Warrants #12346-12364, totaling \$283,087.86

Approve Financials

Motion By: Doug Durham

Second By: James Wilburn

Vote: Unanimous

7. New Business and Action Items:

• Approve Policy 4218 - Language Access Plan Policy and Procedure

Motion: Matt Hoag

Second: Nancy Spencer

Vote: Unanimous

• Approve Policy 2190 - Highly Capable Program Policy and Procedure

Motion: Matt Hoag

Second: Nancy Spencer

Vote: Unanimous

- Discussion - Governance committee developing a new board member on boarding process and packet of relevant materials. Anne was selected to take on this work.
- Finance Update - Washington Charter School Development Facilities Grant expenditures and budget. Board had no concerns with the projects completed to date. Discussion around how to use the remainder of the grant to meet the schools facilities needs.

- Finance Update - Washington Charter School Association Grant.
- **Vote to Accept - Washington State Charter Schools Association grant and attached Statement of Assurances**
 - Motion By: Doug Durham
 - Second By:
 - Vote: Unanimous
- **Plan to use grant funds** - Board voted to table the discussion on the use of the grant funds until the October board meeting
 - Motion: James Hill
 - Second: Doug Durham
 - Vote: Unanimous
- State Auditor's Office (SAO) exit interview recap - Ken and Matt presented the exit report to the board.
- Future Planning - Board and staff discussed future options for school classification and structure.

10. Executive session

- Board entered executive session at 7:52 pm to discuss HR and facilities. Board ended executive session at 8:11 pm.

11. Adjournment

Motion By: Doug Durham
Vote: Unanimous