APPROVED

Alturas International Academy

Minutes

Board Meeting

Date and Time
Thursday October 19, 2017 at 7:30 PM

Location
151 Ridge Ave, Idaho Falls, ID 83402

Directors Present
A. Lybbert, C. Hatch, C. Hunter, C. Ogden, H. Bowen (remote), J. Allen, J. Watkins, K. Davenport

Directors Absent
C. Gilbert

Ex Officio Members Present
M. Ball

Guests Present
B. Bingham, Marc Carignan

I. Opening Items

A. **Record Attendance and Guests**

B. **Call the Meeting to Order**

J. Allen called a meeting of the board of directors of Alturas International Academy to order on Thursday Oct 19, 2017 at 7:50 PM.

C. Approve Minutes

K. Davenport made a motion to accept the minutes for September 21, 2017 subject to the discussed language change with the Career and Diploma Programmes. Board Meeting on 09-21-17.
C. Hunter seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Forum

A. Public Forum

None

III. Finance

A. FY17 Audited Financial Statements

We received a clean audit with no findings.
C. Hunter made a motion to approve the audited financial statements and allow Mr. Carignan to submit them to the following four entities: Public Charter School Commission (PCSC), Idaho State Department of Education, Idaho Central Credit Union (ICCU), and Building Hope.
K. Davenport seconded the motion.
The board **VOTED** unanimously to approve the motion.
C. Ogden made a motion to approve the Annual-Statement-of-Financial-Position.
C. Hatch seconded the motion.
The board **VOTED** unanimously to approve the motion.
C. Ogden made a motion to approve the Annual-Report-Signature-Page.
C. Hatch seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Tax Returns (Form 990)

Reviewed with audited financial statements.

C. Q1 Financials

C. Hunter made a motion to amend the agenda to review Q1 financials at the November board meeting.
K. Davenport seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Committee Report

Mr. Bowen will meet with Mr. Carignan and Mr. Bingham to discuss how the current procedure compares with BoardOnTrack's suggested layout to determine if it is sustainable. He plans to educate the board on revenues and cash flow, and how to read the reports.

IV. Academic Excellence

A. High School

Ms. Ball feels it is important to have a good foundation before adding 9th grade and recommends waiting until 2019 to do so. We need to set some goals for this to happen. Ms. Gilbert will work with the PCSC to structure a timeline.

B. Committee Report

Ms. Hatch is waiting for the most recent test results. Ms. Ball reported that last year's ISAT scores were 10 points above the neighboring districts and 10 points below the '20 in 10' partner schools.

V. Development

A. Committee Report

Teton Springs Resort is allowing us to hold a golf tournament on May 29, 2018. Money will be raised through a putting contest, silent auction, sponsorship at each hole, and entry fees. There is room for 100 players, playing in teams of four. The cost will be $150 per team and lunch will be provided. Mr. Hunter will put together a committee to help organize this event.

VI. Facility

A. Committee Report

After doing some research, Mr. Allen found that the facility committee is instead a task force. He will meet with Ms. Ball to discuss the items that need addressed, including lighting in the parking lot.

VII. Governance

A. Committee Report

One of the key responsibilities of the governance committee is board recruitment. At this point, the board consensus is not to increase in size like BoardOnTrack suggests. Ms.

Ogden will start working on a handbook, policies, and educating the board on governance vs. management.

VIII. Transportation

A. Consider Committee Members and Responsibilities

Mr. Allen will chair the facility and transportation task force as one.

IX. Other Business

A. Organized Sports Teams

Students have expressed quite a bit of interest in having sports teams. After much discussion; the board concluded that this is something that would appeal to many students, especially at the high school level. Competitive teams in middle school would play charter schools in the area and competitive teams in high school would play 1A high schools. Along with competitive sports; we would also offer intramural sports, which might be the best route to go this year. Mr. Bingham will look into the logistics.

B. Website Administrator

Ms. Ball and Mr. Bingham will arrange for our website to be updated and maintained.

X. Policies

A. Attendance Policy

Mr. Bingham asked for clarification from the board on the attendance policy. The school will use the Daily Exact Calculation to determine the amount of absences a student has. It calculates total hours missed.

B. Cell Phone Policy

Mr. Allen will draft a policy for 1st read at the November board meeting based upon what is in the student handbook.

XI. Consider Declaration of Hiring Emergency

A. Consider Declaration of Hiring Emergency

C. Ogden made a motion to amend the agenda to consider declaring a hiring emergency.
C. Hatch seconded the motion.
The board **VOTED** unanimously to approve the motion.
C. Ogden made a motion to declare a hiring emergency for the following four teachers: Jean Larson, Laura Plomer, Megan Tholen, and Joel Walton.
C. Hatch seconded the motion.
The board **VOTED** unanimously to approve the motion.

XII. Closing Items

A. Adjourn Meeting

C. Hatch made a motion to adjourn the meeting.
K. Davenport seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:13 PM.

Respectfully Submitted,
C. Ogden