APPROVED

Alturas International Academy

Minutes

Board Meeting

Date and Time
Thursday January 18, 2018 at 6:30 PM

Location
151 Ridge Ave, Idaho Falls, ID 83402

Directors Present
A. Lybbert, C. Gilbert, C. Hatch, C. Hunter, C. Ogden, H. Bowen, J. Allen, J. Watkins

Directors Absent
K. Davenport

Ex Officio Members Present
M. Ball

Guests Present
B. Bingham, M. 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 Jan 18, 2018 at 6:40 PM.

C. Approve Minutes

H. Bowen made a motion to approve minutes from the BoardOnTrack Training on 12-04-17 BoardOnTrack Training on 12-04-17.
C. Hunter seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

H. Bowen made a motion to approve minutes from the Board Meeting on 12-20-17 Board Meeting on 12-20-17.
C. Hunter seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Forum

A. Public Forum

None

III. Finance

A. Committee Report

H. Bowen presented his job description. Approval will be considered at the next board meeting.

B. Review December Financials

C. Hunter made a motion to to approve the financials.
C. Hatch seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Budgeting for 2018-2019

In order to start putting together next year's budget, M. Carignan requested some information from the board and school administration:
There are no changes to our enrollment plan. Executive Director Ball and M. Carignan will meet to discuss hiring needs. We will be hiring one more SPED aide this year. M. Carignan will present a salary schedule at next month's board meeting. It would be beneficial to set a fundraising goal; however, it will not be included in the budget. Selling bumper stickers was brought up as a fundraising idea. M. Carignan recommended keeping our current employee benefits. Executive Director Ball will present additional budget items at next month's board meeting. Some of the things she would like are transportation for field trips and IXL (8k/year).

D. IDEA Fiscal Review

This will take place on February 28 and is standard procedure for the SDE. Accounting records, record keeping, and policies will be looked over.

IV. Executive Session

A. Executive Session

None

V. Academic Excellence

A. Committee Report

C. Hatch and J. Watkins presented measurable goals. Test results will be reviewed at the next board meeting.

VI. CEO Support And Eval

A. Committee Report

K. Davenport was not present to give a report.

VII. Development

A. Committee Report

Discussion took place regarding a "Did you know?" campaign to make parents aware of the possible Idaho Tax Credit they can receive when making a donation to the school. It was suggested that information be put on newsletters and/or correspondence to parents, especially around the months of November and December.

C. Hunter will present plans for the golf tournament at the next board meeting, including sponsor amounts, layout of the day, how to involve students, etc.

VIII. Facility and Transportation Task Force

A. Task Force Report

J. Allen will talk to Idaho Falls Power and Intermountain Gas about an audit to see what kind of cost savings there might be for the building.

IX. Governance

A. Committee Report

C. Ogden reported that she is putting together a handbook for new board members. She asked board members to finish their job descriptions to be able to include them in the handbook. If there are any 1000 level board policies that need to be considered, she will coordinate with A. Lybbert on them. Board member attendance was reviewed. Each board member is required to maintain an 80% attendance rate in any 6-month rolling period to maintain a seat on the board.

X. High School

A. Committee Report

C. Gilbert met with school administration and D. Adcock about plans for the high school. We will need to submit an amendment at the beginning of summer and ideally it will be approved by October or November. Some of the next steps are mapping out a 5-year enrollment plan, putting together a budget, and exploring facility options.

XI. Policy

A. 3550 Removal of Student During School Day

H. Bowen made a motion to to approve 1st read on Policy 3550.
C. Gilbert seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 3550P Removal of Student During School Day

C. Hatch made a motion to to approve 1st read on Policy 3550P.
C. Hunter seconded the motion.
The board **VOTED** unanimously to approve the motion.

XII. Other Business

A. National Junior Honor Society

It is not something the board or school administration feels is necessary considering our plans to be an authorized IB World School.

XIII. Closing Items

A. Adjourn Meeting

C. Hunter made a motion to adjourn the meeting.
C. Hatch 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 8:52 PM.

Respectfully Submitted,
C. Ogden