

WHITE PINE CHARTER SCHOOL - IDAHO SCHOOL DISTRICT #464

BOARD OF DIRECTORS MEETING MINUTES

2959 JOHN ADAMS PARKWAY AMMON, ID

MARCH 13, 2008

Call to order

The meeting was called to order at 7:23 P.m.

Directors in attendance

Rob Black, Jeremy Krupp, Helen Zollinger, Aaron Tolson, and John Thompson established a quorum. John was recognized as acting Chairman.

Visitors

Bryan Myers, Lynda Wright, Sandy Volmer, Tara Henderson, Anita Ogden, Peggy Sharp, and Dave Howell were in attendance.

Approval of Agenda

Rob moved to add Item J under New Business to approve final payment for Harris Construction. Jeremy seconded. Motion passed.

Consent Calendar

Minutes for February 23, 2008, were presented. Helen moved to approve the meeting minutes. Jeremy seconded. Motion passed.

Reporting

PFA. Sandy Volmer reported for the association. See attached report. Rob asked the PFA to consider renaming the title of the Kickback Program to something more appropriate such as the Redemption Program.

Education Council. Dave Howell reported for the council. Dave committed to providing the e-mail list of school families to the PFA. During the council meeting earlier in the week, Hailey Ogden presented the student plans for the upcoming Spirit Week. The council continued work to shorten and simplify the Parent's Survey and have it ready for distribution after Spring Break. Dave distributed a draft of the Teacher's Survey. See attached survey. The council planned to finalize the survey questions and send it out over Spring Break. Dave stated that the survey would be anonymous. Dave reported that a representative approached the council to charter a Boy Scout Troop at the school under the Grand Teton Council. Dave stated that support for a Girl Scout Troop was also discussed. Dave stated that the council was willing support a parent interest meeting in May for both organizations and he was soliciting input from the board. Helen stated that she would be worried about liability issues.

Administrator's Report. Peggy reported for the administration. See attached report. Peggy provided a PowerPoint presentation on the purpose and organization of the Idaho Charter School Network. Peggy stated we could retain the network to conduct an

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external programmatic audit of the school. The cost of the audit would be above and beyond the \$1,200 annual membership fee. John stated that he was uncomfortable with the track record of the network. Rob recommended requesting and reviewing a copy of a previous audit the network had conducted. John asked Peggy to distribute an electronic version of the presentation to the board. Helen asked for clarification on the structure of the network.

Treasurer's Report. Jeremy reviewed the cash disbursements report. Jeremy explained that the report included several voided checks. The checks were paid on active accounts, but the creditors did not cash the checks. Many of the checks were at least a year old. See the attached cash disbursements. Jeremy reviewed the revenues and expenditures, and stated that our primary funding for the year was \$39,000 less than budgeted. The shortfall was strictly based on the student population size. The shortfall was made up by larger than anticipated revenues from the lottery and other sources including interest from the construction loan. Anita stated that the fund balance did not appear to be in jeopardy based on current projections. Rob asked a question about one of the checks. Jeremy stated that it was one of the voided checks he had discussed earlier. Rob moved to approve the cash disbursements. Aaron seconded. Motion passed. Helen moved approve the revenues and expenditures. Rob seconded. During the discussion, Aaron asked for a clarification on the parentheses on the revenues and expenditures report. Anita provided the clarification. Motion passed. Anita also provided the monthly financial report. See attached report.

Transportation Committee. Anita reported that bids for 2008-09 transportation services were to be received and opened on March 27th. Rob offered to be present and open the bids.

Public Input

Bryan Myers wanted to understand how proposed revisions to the Code of Conduct were to be implemented. Bryan was concerned that the board was not receiving comments from the administrative staff when policies were not being enforced. Bryan felt that the checks and balances provided by the board needed to be enforced. Bryan was also concerned that issues were not being addressed. Bryan had concerns that the Employee Handbook had been approved by the board earlier in the year, but had only been recently introduced to the staff. Bryan said the handbook had publishing errors that included a footer in the second half of the document stating it was "confidential." Bryan felt that the school presented a hostile work environment and, since his wife was an "at will" employee, there was nothing he could do regarding his wife's employment. But, as a parent, he had more rights. Rob stated that his five minutes of public input was up unless the Chairman agreed to more time. John allowed Bryan additional time to

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complete his public input. Bryan contended that pornography and violence were being tolerated at the school. Bryan distributed a flier to meeting attendees that stated pornography was being served to children at the school. Bryan asked that the board endorse the flier. Rob stated that the board could not take action on any public input received during the meeting, but could take action at the next meeting. In response to Bryan's request, John stated that the pornography issues had been thoroughly vetted at a previous meeting, several proposed changes to the Code of Conduct had been developed and posted for public comment to address the issues, and that the flier contained potentially libelous statements. Bryan retracted his request for an endorsement and retrieved the fliers. A copy of the flier was not made available for inclusion in the minutes.

Lynda Wright expressed her concern regarding traffic at the school. She stated that traffic needs to slow down and some drivers were going the wrong way through the loop. Lynda requested increased enforcement of the established speed limit and traffic flow.

Old Business

Volunteer Indemnification Policy. Tabled.

Founder's Dedication Tree. Anita stated the tree would be completed before April 30th.

Draft Investment Policy. Anita reported that she and Jeremy had reviewed the draft policy and it was under revision.

Building Dedication. Tabled.

Teacher Contract Categories. Tabled.

Bart Weekes' Invoice. John reported no action had been taken as he and Miles had been unable to meet, and weather conditions prevented them from taking a measurement of the disputed work.

By-law changes/policy for conflict of interest. Aaron reported that our policy was based on dated legislation. Aaron stated that the legislature had recently passed an emergency provision that drastically altered how charter schools can conduct business. The provision basically requires charter schools to put all contracts out for competitive bidding if anyone associated with the school is interested in doing the work. Aaron said he would continue his research on the policy.

Intercom system purchase. Rob reported that he had completed the due diligence on the IDeACOM bid and was ready to provide information to the board. But, based on the conflict of interest information provided by Aaron, Rob stated that soliciting competitive bids would be more appropriate. Rob offered to write a statement of work and Anita offered to advertise for bids.

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New Business

Staffing plan. Peggy requested that the board establish a timeline for reviewing teacher performance and developing offer letters. After considerable discussion, the board decided to conduct the reviews and develop offer letters at the April 10th meeting.

Eighth grade expansion. Peggy requested that the board consider a delay in the expansion of a second eighth grade class until after the 2008-09 school year. Peggy felt that we would struggle to fill the class in the upcoming year, but the following year looked much more promising. Rob moved to have the 2008-09 budget be based on an enrollment of 385 students with a 96% attendance rate. Anita noted that the current policy was to base the budget on a 95% attendance rate and she recommended an agenda item for the next meeting to formally propose the change to 96%.

2008-09 school calendar approval. Peggy provided a proposed calendar for the 2008-09 school year. The biggest changes from our traditional calendar, which was not adopted for the 2007-08 year due to the school construction, included starting school in August, ending in June, and having a release time at 3:10 p.m. each day instead of 3:30 p.m. Helen moved to post the calendar for public comment. Jeremy seconded. Motion passed.

R2A2s. Rob reported that the policy development was underway.

Resource evaluation. Jeremy reported that the evaluation was underway.

Teacher's survey. Helen noted that the item had been discussed in the Education Council report.

Suggestion box. Helen reported that procurement was underway. Helen moved that the suggestion box be opened by three board members the Friday before each regularly scheduled board meeting to ensure issues could be added to the agenda before the Tuesday deadline. Rob seconded. Motion passed.

Teacher retention bonus. Anita requested the board establish a position on the bonuses for the upcoming year. Helen moved to include wording in the offer letters that a retention bonus would be paid upon accepting an offer. Rob seconded. Helen amended the motion to include, in the offer letter, the dollar amount the teacher would receive, per the calculation used last year, as a bonus for accepting the offer. Aaron seconded the amendment. Amendment passed. Motion passed.

Coded number for long distance calls. Tabled.

Harris Construction final payment. Anita requested the board consider approving the final payment of \$52,262.94 to Harris Construction for constructing the school building. Anita stated that 22 lien waivers had been received which accounted for all of Harris's subcontractors. Jeremy moved to approve \$38,762.94 which was the final

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payment billing less the \$13,500 under dispute by Bart Weekes. Rob seconded. Motion passed.

Adjournment

Helen motioned to adjourn. Jeremy seconded. Aaron moved to enter executive session at 9:55 p.m. regarding discipline of a staff member. Jeremy seconded the motion. All board members voted in favor of entering executive session. The executive session included discussions of the roles and responsibilities of the administrative staff, execution of those duties, and possible disciplinary action regarding failure to execute the duties in the best interest of the school. At 10:42 p.m., Aaron moved to adjourn the executive session. Jeremy seconded. All board members voted in favor of adjourning the executive session. Standing motion passed. Meeting adjourned at 10:43 p.m.

No changes between original minutes and web version. RB