

Board Meeting Minutes

Sage International School of Boise, a Public Charter School, Inc.
Idaho Water Center
322 E. Front Street, Suite 236
January 18, 2010
6:30pm – 9:30pm

A regular meeting of the Sage International School was held on Monday January 18, 2010. Chair Carter-Cram presided. The following members were in attendance:

Mike Cram
Nancy Glenn
Kim Carter-Cram
Evelyn Johnson
Bill Carter
Keith Donahue

Don Keller, start-up coordinator (non-voting) was present at the meeting. Lisa Lechner and Michelle (interested parent) attended the meeting.

Chair Carter-Cram called the meeting to order at 6:30 pm.

1. December 21, 2009 Minutes

There was no discussion on the December 21, 2009 minutes.

M/S (Cram/Johnson): To approve minutes from December 21, 2009 meeting. The motion passed unanimously.

2. Consent Items

- a. Treasurer's Report – Cram handed out Treasurers Report; there was no discussion;
- b. Grant Update – Glenn reported no update – we will request additional funds as needed;
- c. Start-up Coordinator's Report – Keller: (1) enrollment – 71 students enrolled; (2) website has 40-70 hits/day in enrollment and teachers; (3) Keller participated in another charter school audit and learned the type of questions that the board/school are expected to answer; (4) Set up meeting with Joanie Peterson for possible consulting on teacher evaluation; (5) Keller is meeting with YMCA on January 19, 2010 regarding partnership at school and possible board roles; (6) Keller met with Lisa Lechner (theater arts & movement; nonprofit work in accounting) regarding charter budgets and will look at 2M charter budget software at Idaho Arts Charter; (7) website – new updates; (8) Keller suggested 2 town-hall meetings before the lottery, Keller will talk to potential building owners to use the building for the meetings.
- d. Evelyn will send out letter this week;
- e. Carter-Cram noted that we have 60 + fans on Facebook;

3. Continuing Business

- a. Potential New Board Member: Keith Donahue; Carter-Cram gave background on Keith; his resume was circulated via email previously; Keith presented some of his background and talents;

M/S (Carter/Johnson): A motion was made to vote Keith on as board member and founder. The motion passed unanimously.

- b. Facility Update (Keller): Letter of intent was signed and returned by Keller; Greg talked with construction person re: trying to reduce electrical bid; building owners want board resumes and school budget and then will respond to our signed letter of intent; Keller and Carter will meet with building owners; Sage will have to hire the architect for the building plans (preliminary discussion by Rockwell indicates that it may cost ~\$12K for plans); Keller will research timeline for start of building construction;
- c. Student Management System (Keller): Keller has been working with Skyward for last 30 days; Kade Johnson is in town; price has gone from \$28,199 to \$22,499 and will also include 6 days of training; 2nd year upgrades and maintenance = \$1559; 3rd year upgrades and maintenance = \$1587. Annual billing cycle is June 30. Johnson noted special ed and junior high credit program are aspects of the student management system that are needed and should be asked whether Skyward can provide this. Two aspects needed in contract: (1) automatic updates in software in a reasonable amount of time (for free) for state mandated reporting requirements and we would be willing to be beta-testers; and (2) in the event the state of Idaho mandates or provides a student management system for all schools, Years 2 and 3 will be refunded.

M/S (Glenn/Evelyn): A motion was made to purchase Skyward for \$22499 to start July 1, 2010 ending June 30, 2011 in Year 1 with Year 2 maintenance of \$1599 and Year 3 maintenance of \$1587 and the contract will include free updates for state mandated reporting requirements during the 3 years and in the event the State of Idaho mandates or provides a student management system the contract is terminated and refunded unused portion. The motion passed unanimously.

- d. Advertising Update (Keller): We will be members of Think Boise First once we pay invoice.
- e. School Year Calendar (Keller): Keller provided draft calendar and the calendar is the same with the exception of every Friday off and to start school one week earlier to accommodate this with a total of 150 days of school. Calendar needs to be posted very soon for families along with options for Friday-off activities.

M/S (Glenn/Johnson): A motion was made to accept schedule as written here with the added flexibility of the start/end time for each day. The motion passed unanimously.

- f. Policy Review (Keller/Carter-Cram): Carter-Cram suggests Keller redlines any changes to board policies; board policies need to say 7:30-4:30 instead of 8:00-4:00. Keith will review existing 10 and help address notes/concerns that were pointed out on paper.

4. New Business Discussions
 - a. Hiring Process and Timeline for Teachers and Staff: Discussion of hiring someone for assistance to Keller or other; Cram pointed out concern about hiring consultants and directing work and that we should hire an employee instead; a discussion about grant requirements not allowing salaried employees (except principal and head teacher) ensued; Don will find someone with the skills the school needs and will make a suggestion to the board of hiring him/her.

Glenn and Keller left Board Meeting.

- b. Executive Session: An executive session was held to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(a),(b). All board members were in attendance with the exception of Glenn. A discussion was held on hiring school principal. No decisions were made.
 - c. Next Board Meetings: Feb 15th; March 15th
 5. The meeting was held open and not adjourned until Thursday January 21st to allow the executive committee time to determine the requirements for posting the position of principal and clarification of Keller's qualification. A follow up conference call was held on Thursday January 21st, 2010 on these topics at which point the meeting was adjourned.