



## Agenda Minutes

### Board Meeting

Tuesday, September 15<sup>th</sup>, 2015 @ 5:30 PM Mountain

Via conference call (888) 824-5783 18617079#

Meeting Room Link - <https://sas.illuminate.com/m.jnlp?password=M.FBCE038FB1DDFF1FB03386B98FA53A&sid=559>

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

<b>Present: X (Voting Members in Bold)</b>				
<b>Kerry Wysocki, Chairman</b>	<b>X</b>	Monti Pittman – HOS	<b>X</b>	Other guests:
<b>Jim Moore, Vice Chair</b>	<b>X</b>	Brad Christopherson – Ops Mgr.	<b>X</b>	
<b>Mike Falconer, Secretary</b>	<b>X</b>	Jessica Silva-Olivas – Registrar		
<b>Mark McCormack, Treasurer</b>	<b>X</b>	Allen Wenger – Finance	<b>X</b>	
		Heidi Higgins – Marketing	<b>X</b>	
		Chris Yorgason – Legal Counsel	<b>X</b>	
		Desi Laughlin – Regional VP		
<p><b>Vision:</b> To create a virtual career-technical education charter school which will provide an appropriately sequenced curriculum that will equip the student with the foundational academic and technical skills to enable them to pursue post-secondary education, achieve occupational certifications, or enter directly into the work force.</p>				
<p><b>RSVP: Monti at 208-917-2420 x1001 or <a href="mailto:mpittman@k12.com">mpittman@k12.com</a> to confirm attendance</b></p>				
Business of the Board				
	<b>Agenda Item</b>	<b>Presenter</b>	<b>Presentation</b>	<b>Issues/Planned Action</b>
5:30 pm	Convene Meeting	Kerry Wysocki	Action	➤ Motion to Call to Order
<i>Minutes:</i>	Vice Chairman Moore called the meeting to order at 5:32 PM.			
5:35 pm	Approve Minutes	Board	Action	➤ Motion to approve the August 18 <sup>th</sup> , 2015 meeting minutes
<i>Minutes:</i>	Having had the opportunity to review the Tuesday, August 18 <sup>th</sup> meeting minutes, a motion was made by Mike F. and seconded by Mark M. to approve the minutes. Motion passed unanimous consent.			
5:40 pm	Policy Reading	All	Review	➤ Board Policy Manual
<i>Minutes:</i>	Updated Board Policy Manual was presented. Discussion followed. A motion to approve the updated Board Policy Manual was made by Mike F. and seconded by Mark M. Motion passed unanimous consent.			
5:45 pm	Consent Agenda	Allen Wenger	Action	➤ Approval of Monthly Invoices ➤ Check Register to post online
<i>Minutes:</i>	Allen W. presented the Consent Agenda. Discussion followed. Mike F. moved to approve the consent agenda. Kerry W. seconded. Motion passed unanimous consent.			
6:00 pm	Financial Update	Allen Wenger	Update Action Update	➤ Financial Status – Cash Flow ➤ PL Budget Comparison ➤ Update on Financial Audit

<i>Minutes:</i>	Allen W. provided an update on the IDCCRA bank account, informing the Board of the current bank balance. ➤ Cash flow was reviewed. Discussion followed. No formal Board action taken. ➤ PL Budget Comparison was presented. Discussion followed. Motion to approve May P&L Report was made by Mike F. and seconded by Mark M. Motion passed unanimous consent. An update on the ongoing financial audit was provided. It is anticipated that the audit will be complete by the first week of October and that the auditor will attend the October Board meeting to present the findings.			
6:15 pm	Marketing	Heidi Higgins	Update	➤ Review Marketing Report
<i>Minutes:</i>	Heidi H. presented the marketing report. Discussion followed. No formal Board action taken. <b>NOTE: Kerry Left the meeting @ 6:15PM</b>			
6:20 pm	Enrollment	Monti Pittman	Update	➤ Review Enrollment
<i>Minutes:</i>	The enrollment report was presented. Discussion followed. No formal Board action taken.			
6:25 pm	Accreditation Visit	Monti Pittman	Update	➤ Review accreditation timeline and materials
<i>Minutes:</i>	The submitted accreditation plan and an update on the upcoming accreditation visit was presented. Discussion followed. No formal Board action taken.			
6:35 pm	Strategic Plan	Monti Pittman	Action	➤ Strategic Plan Submission
<i>Minutes:</i>	A copy of the proposed FY 2015 strategic plan was presented. Discussion followed. A motion was made by Mike F. and seconded by Mark M. to approve the 2015 strategic plan. Motion passed unanimous consent.			
6:45 pm	IDCCRA Name Change	Monti Pittman	Update	➤ Review Name Change Recommendations
<i>Minutes:</i>	The Board discussed changing the school name. A motion was made by Mark M. and seconded by Mike F. to file a DBA application to change the operating name of the school from IDCCRA to the Idaho Technical Career Academy (ITCA). Motion passed unanimously.			
7:15 pm	Board Action Plan	Board	Update	➤ Review the Board Action Plan
<i>Minutes:</i>	The Board reviewed the Board Action Plan from the Board retreat. Discussions on completing the action plan followed. No formal Board action taken.			
7:25 pm	Executive Session	Monti Pitman	Action	➤ 74.206(1)(f)
<i>Minutes:</i>	<p><b>Pursuant to section 74.206(1)(f)</b> To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Mark M. moved to enter Executive Session and Mike F. seconded.</p> <p><b>Roll Call Vote</b> – Mike F., Mark M., and Jim M., all individually approved.</p> <p>A motion was made by Mike F. and seconded by Mark M. to conclude Executive Session. Motion passed unanimous consent.</p>			
7:35 pm	Motion			
<i>Minutes:</i>				
7:45 pm	Adjourn	Kerry Wysocki	Action	

<i>Minutes:</i>	A motion was made by Mark M. and seconded by Mike F. to adjourn. Motion passed unanimous consent. The meeting adjourned at 8:47 PM.
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**Next scheduled Board meeting – October 20<sup>th</sup>, 2015**

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Board Secretary \_\_\_\_\_