



## Board Meeting Minutes ~ Accepted as written 1/16/18 December 12, 2017

Board Members in Attendance:

Dan Griffiths, Lisa Taylor-Swanson, Richard Maxfield, Kent Burggraaf, Diane Johnson (telephonic)

Invited Guests in Attendance:

Lincoln (Charter Solutions), Steve Buhanan (Magnity), Stan ( Magnity)

Agenda Items:	Discussion:	Follow Up Needed:
Acceptance of David Chan's resignation	David Chan's resignation is accepted. Dan motioned that the resignation be accepted and effective immediately. Motion carried.	
Approval of Board Meeting Minutes, November 21, 2017.	Dan Griffiths moved to approve the minutes from the November 21, 2017 Board Meeting. Lisa Taylor-Swanson seconded the motion. Motion carried.	
Public Comment	Jessica Connors has requested to attend the next meeting via Skype to make an appeal for the payment of services. This appeal is not a Board matter and will need to be handled by staff. Lincoln will provide a form to address any policies that have been broken.	Laura will get the policy violation form from Lincoln and will contact Jessica to provide instruction.
Visit with State Department of Education	Armando Venegas and another staff member Michael, who is helping him, have asked questions regarding the school audit. Nathan met with them in person to address any follow up questions they had. A topic that arose that has also been questions in the past is our partnership with Harmony Education, outlined in the AISU Charter. Jennifer Lambert and Armando met with Nathan Justis and Lisa Taylor-Swanson and asked some of the same questions regarding the AISU relationship with Harmony. We have some at home students with Harmony this year and hope to engage in a further relationship with their 9th grade students that could transition into our program. If we need to modify our agreement with Harmony, that needs to be completed by the January Board Meeting as the agreement requires notice by February 1, 2018.	Reid will meet with Nathan and Lisa in January regarding the school grades. There will be a data analyst who will provide some data regarding root cause analysis.
Meals Unrelated to Travel	There needs to be a justification of spending for meals that are unrelated to travel. Snacks and drinks would also be included in this policy. Nathan will put the policy into the appropriate format for adoption into the AISU Board Policies. The policy should indicate at the bottom the month/year that it was approved. Kent Burggraaf motioned that the policy as outlined above be approved by the Board. Dan Griffiths seconded the motion. Motion carried.	Nathan Justis will put the policy into the appropriate format and ensure that the 12-12-17 adoption date is noted on the bottom of the policy.
2018-2019 School Calendar	International department is pushing for partial approval of the calendar due to individuals they work with who like to purchase flights one year in advance to save on flight costs. There is current internal debate regarding the length of the intensives and if they should be kept at 9-10 days, or if they should be reduced to 7 days. There is also discussion if these intensives should be allotted .25 credit or the current .50 credit. Approval for dates set for the winter break as well as the first and last day of school are being requested. Dan Griffiths motioned that the Board approve either proposed start date as well as the end date, and the winter break. Lisa Taylor-Swanson seconded the motion. Motion carried.	



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<p>Finance Committee/Audit Committee</p>	<p>A phone call took place on Friday with Scott Brand. There is a desire to have a set of financial projections that are solid before a loan is made. Scott has verbally agreed to make a cash infusion to get the school through February and will at that point review a cash infusion to get us through the fiscal year. The terms on this loan will be the same as the previous terms for the loan they offered last year. We have not yet received a document from Scott for us to sign. Lincoln expects that we will have the cash in hand by Friday.</p> <p>The term is to receive up to \$700,000 in cash. There will be a 9% annual interest rate and a 20% payout at the end of the loan. Under enrollment as well as Harmony students not coming has led to the need for this loan. There were a lot of expenses paid this year for work that was done previously, so we can function within our budget levels moving forward, but need a cash infusion for the time being. There are small cuts being implemented through attrition of staff as well as other operational cuts as possible (i.e. a pot luck in lieu of a catered holiday lunch).</p> <p>By the next Board Meeting Lincoln will provide a revenue budget and a cash impact. The Board will need to address the top priorities to fund based on this presentation and will provide us a plan from which we can move forward. By February we should have the ability to look at longer range plans and debt service to ensure the program is solvent.</p> <p>Dan Griffiths motioned that the Board authorize the school to accept up to \$700K in additional funding based on the terms offered by Schoolhouse Development, and that Nathan Justis be authorized to sign on behalf of the school for this loan. Kent Burggraaf seconded the motion. Motion carried with one abstention by Richard Maxfield.</p>	
<p>Executive Session</p>	<p>Kent Burggraaf motioned that public session be closed. Lisa Taylor-Swanson seconded the motion. Motion Carried.</p> <p>Kent Burggraaf motion that the Board enter into Exec Session with invited attendance as necessary of Nathan Justis, Lincoln Fillmore, Stan and Steve. Dan Griffiths seconded the motion. Motion carried through named vote by Lisa, Dan, Diane, Kent, Richard.</p>	
<p>Closing of Meeting</p>	<p>During Executive Session we lost our quorum resulting in a closure of public session until a quorum could be re-established.</p>	
<p>Public Presentation by Steve and Stan at 6:00 p.m. with attendance by Lisa Taylor-Swanson, Diane Johnson (telephonic), Richard Maxfield, and Kent Burggraaf.</p>	<p>Steve and Stan from Magnity, a potential partner group to AISU, made a presentation on a reading software that they felt could be beneficial to the school and their charter. They would like to partner with the school and provided success rates from a study at BYU as well as one other school that they have implemented this program with. Steve and Stan were invited to provide a proposal to the Board for our January work session to be further reviewed and discussed.</p>	