

AISU Board Meeting Minutes

10:30 a.m., August 29, 2014

Location: 4998 S 360 W (Galleria Drive), Board Conference Room (2nd Floor)

Board members in attendance: Richard Maxfield, James Ritchie, BJ Millar, David Chan.

Others in attendance: Michael Farley, Doug Braithwaite, Sara Casaday, Dianne Johnson.

- I. Board Chair Richard Maxfield called the meeting to order at 10:30a.m.
- II. Motion was made by James Ritchie to approve the minutes. BJ Millar seconded the motion.
 - a. Votes in favor: Maxfield, Ritchie, Millar
 - b. Votes opposed: None
- III. Board Chair Richard Maxfield nominated Diane Johnson as a new board member.
 - a. James Ritchie motioned to approve nomination.
 - b. BJ Millar seconded the motion.
 - c. Votes in favor: Maxfield, Ritchie, Millar
 - d. Votes opposed: None
 - e. Nomination of Diane Johnson approved with unanimous vote of members in attendance
- IV. Appointment of Board Secretary, Cindy Gardner.
 - a. BJ Millar motioned to approve appointment.
 - b. Dianne Johnson seconded the motion.
 - c. Votes in favor: Maxfield, Ritchie, Millar, Johnson
 - d. Votes opposed: None
 - e. Appointment of Board Secretary, Cindy Gardner passes with unanimous votes of members in attendance.
- V. BJ Millar was nominated and moved to be Interim Board Treasurer.
 - a. James Ritchie motioned.
 - b. Dianne Johnson seconded the motion.
 - c. Votes in favor: Maxfield, Ritchie, Millar, Chan, Johnson
 - e. Nomination of Interim Board Treasurer passes with unanimous votes.
- VI. Potential Board Members for Consideration at September meeting.
- VII. Facility Update: Fire Marshall wants to see some items alter after 30 day occupancy.
- VIII. Financial Report:
 - a. Enrollment update: Try to get funding for students for over 1000 students.
 - b. July budget and expenditure reports
 - c. EB-5 update
 - d. Contracts for approval:
 - i. H-Wire
 - ii. RTW shuttle service
 - iii. FusionEd – onboarding and online interface

- iv. MCPS – Food Services contract
 - a. BJ Millar motioned to work with the Murray School District.
 - b. David Chan seconded the motion.
 - c. Votes in favor: Maxfield, Ritchie, Millar, Chan, Johnson (unanimous.)
 - d. Votes opposed: None.
 - e. Motion to work with Murray School District is approved.
- v. Proactive Cleaning - janitorial
- vi. Other
 - a. Motion to approve H-Wire contract.
 - b. Votes in favor: Maxfield, Ritchie, Millar, Chan, Johnson (unanimous.)
 - c. Votes in favor: Maxfield, Ritchie, Millar, Chan, Johnson (unanimous.)
 - d. Votes opposed: None.
 - e. Motion to approve H-Wire contract is approved.
- vii. Organization Chart Update
 - a. Motion to approve updated organization chart including Drew Larson as a science teacher.
 - b. Diane Johnson seconded the motion.
 - c. Votes in favor: Maxfield, Ritchie, Milar, Chan, Johnson (unanimous.)
 - d. Votes opposed: None.
 - e. Motion to approve organization chart is approved.

IX. Overview of Plans for Opening of School and First Two Weeks

X. Policies and Procedures

- a. Review of packet provided on August 1
- b. Supplemental issues
 - i. School Lunch
 - ii. Dress Code
 - iii. Student Handbook
 - iv. Employee Handbook

XI. Board Training Requirements

XII. Executive Session (if needed and in accordance with state laws)

XIII. Other Business / Action Arising from Executive Session

XIV. Richard Maxfield motioned to adjourn, with a second by BJ Millar.

- a. Votes in favor: Maxfield, Ritchie, Millar, Chan, Johnson (unanimous)
- b. Meeting adjourned.