

AISU Board of Directors Meeting Minutes

1:00 p.m., Friday, December 16, 2016
AISU Board Room (2nd Floor Conference Room)

In Attendance: Richard Maxfield, B.J. Millar, Diane Johnson, Geoff Davis, Mark Smith, Nathan Justis, Mike Farley, Steve Findley & Tyler Jensen

- I. Richard Maxfield calls the meeting to order at 2:22 p.m.
- II. Public Comment - Sarah Barker, AISU Parent & PTO President
 - A. Requested/Required Volunteer Hours
 1. Concern: The same families are volunteering and the fear from the Parent Teacher Association is that these families will be burned out quickly and we will not have the volunteers we need.
 2. Suggestion 1: Amend the volunteer policy to require a minimum of 3 hours from parents/guardians per student annually.
 3. Suggestion 2: Add a parent volunteer agreement to the student registration packets. Including: why we want parent involvement and areas of volunteer interest.
 - B. AISU Board of Directors requests an official proposal for them to consider at a future board meeting.
- III. Executive Session
 - A. Diane Johnson motions to enter executive session
 - B. Geoff Davis seconds the motion
 - C. Votes in favor: Maxfield, Millar, Johnson & Davis (unanimous)
 - D. Executive Session begins at 2:37 p.m.

Standard Board Meeting Continues at 3:25 p.m.

- IV. B.J. Millar motions to approve the minutes from the October 31, 2016 Meeting.
 - A. Diane Johnson seconds the motion.
 - B. Votes in favor: Maxfield, Millar, Johnson (unanimous)
 - C. Minutes are approved
- V. Bullying Policy
 - A. Control model vs. problem solving model for discipline. The student has the job of solving the problem not the controller or administration.
 - B. Amendments:
 1. Add: "A discussion with the student, by the appropriate staff, will take place on the purpose of the policy and the interest of student development, not control or punishment. The student will be invited to acknowledge the misbehavior that can be written down and how it can be avoided. The student adds a plan for correcting the misbehavior and outlines the next step to be taken, if repeated. A follow-up date on the plan should be noted where in the student should get positive feedback."
 2. Add: The manifestation of the students' disability as documented in their IEP or 504 plan."
 - C. B.J. Millar motioned to approve the bullying policy as amended above.
 - D. Diane Johnson seconded the motion.

- E. Votes in favor: Maxfield, Millar & Johnson (unanimous)
- VI. Board Membership considerations: Matt Bowman and Mike Edmonds
- A. B.J. Millar motioned to approve the invitation of Matt Bowman and Mike Edmonds as AISU board members.
 - B. Diane Johnson seconded the motion.
 - C. Votes in favor: Maxfield, Millar & Johnson (unanimous)
- VII. Financial Report
- A. Expense Forecast vs. Approved Budget
 - 1. Staffing: equal
 - 2. Student: increased expense for Harmony students
 - 3. Classroom Materials: increased expense (due to an oversight, these projected costs were not included on approved budget)
 - 4. Utilities expenses are slightly lower than last year.
 - B. Cash-flow Detail
 - 1. 2017-18 International student tuition will be received beginning April 2017 (2016-17 financial year.)
 - C. Facility Refinancing Projections
 - 1. AISU will have multiple options of refinancing at the end of 2019. (Detailed report provided to the board of directors.)
 - D. AIS PPM - willingness to accept additional \$3,000,000 in EB5 Investments
 - 1. The AISU board will give their recommendation at future board meeting regarding the acceptance of an additional \$3,000,000 in investments.
- VIII. Audit (USOE and Squire)
- A. Both USOE and Squire completed an audit of AISU. USOE said this audit would be helpful in drafting new determinations for schools seeking to create a similar organizational model to AISU.
 - B. The Squire audit (completed December 14, 2016) will be sent to board members electronically.
- IX. Data Analysis of School Performance to Date
- A. Course Completion Rates
 - 1. This is the 1st time in (7) trimesters that AISU has seen significant change in course completion rates. This may be attributed to:
 - i. New course curriculum (GCE), for a full core credit, is spread across the whole year instead of 9 weeks.
 - ii. New curriculum (GCE) is more purposeful and not an overly dense online course.
- X. Adjournment
- A. Diane Johnson motioned to close the board meeting
 - B. B.J. Millar seconded the motion.
 - C. Votes in favor: Maxfield, Millar, Johnson (unanimous)
 - D. Richard Maxfield calls the meeting to a close at 4:28 p.m.