**Promise Academy Board of Directors Meeting Minutes**

**Meeting Details –** Friday, March 29, 2024, 10:00 am, Nagel Center 2nd Floor Conference Room, 5465 W. Irving St., Boise, and via Teams for those unable to attend in person.

**Call to Order**

1. Chair, Scott Curtis called the meeting to order at 10:01 am
2. Attendees:
	* Scott Curtis, Chair
	* Rick Alis, Vice Chair & Secretary
	* Terry Self, Director
	* Kim Thomas, Treasurer
	* Deborah Imbrogno, RCH&R Executive Director
	* Rick Hale, Promise Academy School Leader, Guest
	* Annie Edwards, BLUUM, Guest
	* Leslie Babbel, Guest

**Mission Moment**

* School Leader Hale described a visit to the school by members of the Shoshone-Paiute Tribe. The tribe members provided a 2-hour presentation about the Tribe to the students. This was particularly meaningful to one of the students who has a Native American heritage and has been in foster care. He now plans to continue to build his connection to the Tribe.

**Approval of Minutes from 3/29/24 Promise Academy Board Meeting**

* + Director Thomas moved to approve the Minutes of the Board’s 1/22/24 meeting; Director Alis seconded the motion; the motion was approved unanimously.

**Approval of Agenda for 3/29/24 Promise Academy Board Meeting**

* + Chair Curtis Proposed an amendment to the agenda, moving item #4 under New Business, Consideration of Additional Board Member, to be the first item of New Business. Director Thomas moved to approve the agenda with the proposed amendment; Director Alis seconded the motion; the motion was approved unanimously.

**Old Business:**

1. Update on Budget Forecast and State Funding
* School Leader Hale briefed that based on low student census there will be no additional State funding for this school year, and the school will need funding support from IYR.
* Ms. Edwards had prepared a projection of census and funding; however, that projection was no longer valid based on lower than assumed student census.
* Ms. Edwards stated she is currently waiting for release of the State budget, and until that time can only make assumptions regarding funding levels.
* School Leader Hale to schedule a meeting with Director Thomas, Ms. Edwards, and the RCH&R Executive Director to create an accurate census and determine PA’s funding need.

**New Business**

* 1. Consideration of Additional Board Member
* Chair Curtis introduced Leslie Babbel, a prospective member of the PA Board of Directors. After introductions, Chair Curtis explained that in accordance with the PA Bylaws, new Directors are to be appointed at the annual meeting. The PA Board has not yet designated an annual meeting. Curtis to work with Alis to properly designate the annual meeting.
	1. Review of February Promise Academy Financial Reports
	+ Ms. Edwards reported the only February expenses were salaries, and PA has about 2 months cash on hand. Ms. Edwards also reviewed the check register with the Board.
	+ School Leader Hale reported there will be 2 significant expenses in the coming month - renewal of the Lumen Student Information System (LSIS) and renewal of the electronic curriculum. The LSIS cost of about $6,000 can be approved by Hale. The electronic curriculum renewal exceeds Hale’s spending authority and will be reviewed by the Board at the April meeting.
	+ Ms. Edwards reminded the Board that the above expenses will reduce PA’s cash on hand.
	+ Ms. Edwards also reported that certification of one of PA’s teachers has been delayed due to incomplete paperwork being submitted, and as a result, funding has been withheld for that teacher. The problem has now been addressed, and once the submitted paperwork has been accepted funding will accrue from the star of the school year.
	+ Director Thomas moved that the Board approve the February financial reports; Director Alis seconded the motion; the motion passed unanimously.
	1. Audit Proposal Review
* Ms. Edwards stated the school audit proposal from Quest CPAs, LLC, included a standard fee and that the firm is frequently engaged by charter schools assisted by BLUUM.
* The Board discussed negotiating a lower fee based on low student census. Mark from BLUUM will contact Quest to identify a point pf contact at Quest.
* Director Thomas moved that the Quest audit proposal be approved in a not to exceed amount of $8,500, subject to the fee negotiation referenced above; Director Alis seconded the motion; the motion passed unanimously.
1. School Leader Update
	* Hale reported that the PA and RCH&R staffs are working very hard to increase the student census. The school is anticipating some new arrivals in the coming week, including a very strong student who is struggling with mental health issues and is engaging in dangerous behaviors. The PA staff are eager to help young people like this individual.

**Other Items:**

* Chair Curtis asked Hale about the teachers’ intentions for next school year. Hale reported that he has begun those discussions with the teachers, and he anticipates all teachers returning for next school year.
* Chair Curtis asked Hale about the feedback loop between PA and the youths’ home school districts. Hale reported that this component of the school program is working well. Two recent RCH&R graduates are progressing well in their home districts, and the home schools are receptive to Hale’s recommendations regarding those students. The students are receiving proper credit for their academic work at PA.

**Adjournment –** The meeting was adjourned at 10:56 am.