**Promise Academy Board of Directors Meeting Minutes**

**Meeting Details –** Monday,September 25, 2023, 1:00 pm, 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 1:00 pm
2. Attendees:
   * Scott Curtis, Chair
   * Rick Alis, Vice Chair & Secretary
   * Kim Thomas, Treasurer
   * Rick Hale, Promise Academy School Leader, Guest
3. Director Terry Self was unable to attend this meeting.

**Approval of Minutes from 9/6/23 Promise Academy Board Meeting**

* + Director Thomas moved to approve the Minutes of the Board’s 9/6/23 meeting; Director Alis seconded the motion; the motion was approved unanimously.

**Approval of Agenda for 9/25/23 Promise Academy Board Meeting**

* + Director Thomas moved to approve the agenda; Director Alis seconded the motion; the motion was approved unanimously.

**Old Business:** Updateof Draft Lease and Operating Agreement between Idaho Youth Ranch (IYR) and Promise Academy (PA) – Rick Alis

* Director Alis reviewed changes directed by the Board
* Director Alis to incorporate language regarding FERPA confidentiality and additional services to be provided by IYR to PA.

**New Business**

1. Review of Promise Academy Expense and Financial Reports – Rick Hale
   * School Leader Hale briefed the PA July and August expense and budget reports.
   * The Board had several questions regarding how the information in the reports was labeled and how the total expenses in the reports were derived, resulting in a discrepancy in those totals.
   * The Board identified the probable cause of this discrepancy as how employee contributions to the insurance plan were calculated.
   * School Leader Hale to relabel the expense report, confirm how expenses should be totaled so those entries match in the reports, and confirm whether the payroll report must be posted for public review.
   * The Board requested that Annie from BLUUM walk through the financial and expense reports at future meetings.
2. Document Access for Non-IYR Board Directors
   * The Board discussed the difficulty of sharing information through the PA Teams channel, since Directors who are not IYR employees do not have access to that site.
   * Director Thomas and School Leader Hale will work together to identify options for shared access to information.

**Other Items:** None.

**Adjournment –** Director Alis moved that the meeting be adjourned; Director Thomas seconded the motion; the motion passed unanimously, and the meeting was adjourned at 1:40 pm.