



Sage International Charter School Regular Board Meeting Minutes

January 19, 2016 ~ 5:30 p.m.
Parkcenter Building

In Attendance: (voting members in bold)					
Bryan Moore, Chair	X	Wendy Cox Dvorak , Board Member	X	Don Keller, Executive Director	X
Chris Marshall, Vice Chair	X	Jennifer Snow , Board Member	X	Will Bogdanoff, Deputy Director	X
Robert Shappee, Treasurer	X	Travis Dryden , Board Member	X	Keith Donahue, Dev Director	X
		Lori Howard, Secretary	X	Chris Yorgason, Attorney	

Our Mission ~ Sage International School aims to develop students who are citizens of the world. We do this by employing best practices from data collected on elementary, middle and high school instruction from around the globe. Sage is a community structured around an international inquiry based curriculum that cultivates intellectual rigor, curiosity, cultural understanding, sustainable living and passionate human beings that approach the world with intention, ready to participate and engage in local and global issues.

Agenda Item	Presenter	Issues/Action								
Call to Order	Bryan Moore									
<p>A regular meeting of the Sage International School Board, was held at the Sage International Charter School lunch room on January 19, 2016. The meeting convened at 5:32 pm. All board members were in attendance.</p>										
Approve November Minutes	Bryan Moore	Vote								
<p>Minutes of the November 16, 2015 regular meeting of the Sage International School Board were reviewed and approved.</p>										
Treasurer Report	Robert Shappee	Information / Vote								
<p>Mr. Shappee provided the financial report for the period ending December 31, 2015:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tbody> <tr> <td style="padding: 2px;">Cash:</td> <td style="padding: 2px; text-align: right;">\$1,247,978</td> </tr> <tr> <td style="padding: 2px;">Fund Balance:</td> <td style="padding: 2px; text-align: right;">\$1,247,978</td> </tr> <tr> <td style="padding: 2px;">Revenue:</td> <td style="padding: 2px; text-align: right;">\$3,779,639</td> </tr> <tr> <td style="padding: 2px;">Expenses:</td> <td style="padding: 2px; text-align: right;">\$2,866,037</td> </tr> </tbody> </table>			Cash:	\$1,247,978	Fund Balance:	\$1,247,978	Revenue:	\$3,779,639	Expenses:	\$2,866,037
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<p>In regards to revenue and expenses, Mr. Shappee noted that Sage's finances are where they should be with half of the school year completed.</p>										
<p>Leadership Stipends – presented by Don Keller The State of Idaho provides funds for leadership. Idaho law states that to receive the leadership stipend, the duties performed have to be above and beyond the normal contract. The principals met with Mr. Keller and drafted the stipends for whom they felt are performing above and beyond their normal contract. A spread sheet with the teacher/stipend breakdown was distributed to the board.</p>										
<p>Motion was made by Mr. Marshall to approve the leadership stipend as presented. Motion carried</p>										
New Business	Bryan Moore	Information/Vote								
<p>Personnel Policy – Motion was made by Mr. Shappee to approve the Personnel Policy as submitted. Motion carried</p>										

2016-2017 School Calendar –

Motion was made by Ms. Cox Dvorak to approve the 2016-2017 calendar as submitted.

Motioned carried.

Student Policy –

The board reviewed the updated sections of the Student Policy that were presented by Ms. Howard. Ms. Howard will make the necessary changes as noted by the board and present the Student Policy for a second reading at the February board meeting.

Development Director Report

Keith Donahue

Information

Update on Remodel – The Parkcenter mall building purchase was finalized on December 18 and GUHO started construction on the following Monday. The remodel should be completed by July 1. At the beginning of the next board meeting, the board would like to tour the building.

Mind the Gap – Sage currently has \$76,000 in the bank and a total of \$81,500 with uncollected pledges.

Lottery – Sage began accepting applications on January 11. The lottery closes on March 2 with the draw on March 3. Sage staff will send the board a detailed breakdown of the applications by grade. The board would like the lottery dates noted on the 2016-2017 calendar. Mr. Keller informed the board that Sage still needs to determine those dates for next year and will put them on the calendar.

Deputy Director Report

Will Bogdanoff

Vote

Mr. Bogdanoff informed the board on the need for a new school bus. He gave reasons for leasing vs. purchase. Sage will also trade in one of the old busses. The bus company will need to build a bus for Sage and it will be ready in August. The money to purchase the bus will come out of next year's (2016-2017) budget and it will be a line item in the transportation budget.

Motion was made by Ms. Snow to approve the trade-in of one Sage school bus and the purchase of a new school bus.

Motioned carried.

Executive Director Report

Don Keller

Information

Mr. Keller discussed the upcoming tests including the PISA and the Smarter Balance. Mr. Keller would like to have the students take the PISA test every year so that Sage will have consistent international student results for comparison. There is a cost associated with this test. This year it will be \$5,000. This money will come out of the curriculum budget.

Mr. Keller explained the reason why Sage needs another full-day kindergarten classroom. It still follows the charter for the total number of students that can be enrolled at Sage. The staffing will be covered by the state support units and by charging for the second half of the day. The board would like additional information that includes the number of students that would be enrolled for an additional classroom and the class space that is available for the next board meeting.

Parent Survey

Steve Kipp

Information

Steve Kipp reviewed the parent survey with the board. With only 20% of the parents responding, the board discussed how they can reach more parents.

In light of some new information, Mr. Shappee moved to amend the prior motion regarding the purchase of a new school bus. After doing some checking, Mr. Shappee noted that according to the Idaho Fiscal Management Policy Manual, Paragraph 750, "any capital expense in excess of \$45,000, needs to go through a formal bidding process." The bidding process is in the fiscal management outline, and Sage will need to acquire bids from different bus companies. Sage will need to go through a bidding process.

Motion was made by Mr. Shappee to approve Sage to start the bidding process to acquire a new school bus.
Motion carried*

*This Motion supersedes the first motion in regard to the bus purchase.

Robert Shappee left the board meeting

Executive Session

Motion was made by Ms. Snow that the board go into Executive Session in accordance with Idaho Code §74-206(1)(a) and (b).

Chris Marshall - Yea
Wendy Cox Dvorak – Yea
Jennifer Snow – Yea
Travis Dryden – Yea

Motion carried

The board went into executive session at 6:50 pm.

The board came out of executive session so they could vote.

Motion was made by Ms. Cox Dvorak to hire Ashley Kelley and Daniel Calderon as Kindergarten and High School English teachers, respectively.

Motion carried

Jennifer Snow left the board meeting.

Motion was made by Ms. Snow that the board go into Executive Session in accordance with Idaho Code §74-206(1)(a) and (b).

Bryan Moore – Yea
Chris Marshall - Yea
Wendy Cox Dvorak – Yea
Travis Dryden – Yea

Motion carried

The board went into executive session at 6:57 pm.

The board came out of executive session so they could vote.

Motion was made by Ms. Cox Dvorak to extend the Executive Director's, Don Keller, contract to June 2018.

Motion carried

Adjourn

Bryan Moore

Mr. Moore declared the regular board meeting of Sage International Charter School adjourned at 7:15 pm.