**Promise Academy (PA) Board of Directors Meeting Minutes**

**Meeting Details –** Monday, December 9, 2024, 10:00 am, Nagel Center Building 1 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 10:09 am
2. Attendees:
   * Scott Curtis, Chair
   * Rick Alis, Secretary
   * Kim Thomas, Treasurer
   * Terry Self, Director

* Leslie Babbel, Director
  + Tim Hoyt, Quest CPAs PLLC, Guest
  + Rick Hale, PA School Leader, Guest
  + Annie Edwards, BLUUM, Guest
  + Deborah Imbrogno, RCH&R Executive Director, Guest

**Mission Moment -** School Leader Hale highlighted the December 6 training on School Board Governance and financials. He shared his appreciation that all five current Board directors as well as two prospective Board Directors were all present, fully engaged, and focused on the school mission.

**Approval of Minutes from 10/28/24 PA Board Meeting**

* + Director Self moved to approve the Minutes of the Board’s 10/28/24 meeting; Director Alis seconded the motion; the motion was approved unanimously.

**Approval of Agenda for 12/9/24 PA Board Meeting**

* + Director Alis moved to approve the 12/9/24 meeting agenda; Director Thomas seconded the motion; the motion was approved unanimously.

**Old Business –** None.

**New Business**

1. Review of the PA 2024 Audit – Tim Hoyt, Quest CPAs PLLC

* Mr. Hoyt informed the Board that the audit resulted in an unmodified opinion, finding that the audited PA financial statements fairly and accurately represent the financial picture of the School as of June 30, 2024. Mr. Hoyt found no issues regarding financial controls or compliance. Mr. Hoyt addressed the approximately $47,000 loss for the year, noting that this was not unusual for a new school. Ideally, he noted, a school should carry forward a cash reserve of from three to six months.
* Director Thomas moved that the Board approve the PA 2024 audited financials; Director Alis seconded the motion; the motion passed unanimously.

1. Review & Approval of September October Promise Academy Financials – Annie Edwards and Rick Hale

* Ms. Edwards reviewed the October PA financials, noting that there were no unusual or unexpected revenue or liabilities.
* Ms. Edwards noted that given present revenue projections, PA would not be able to meet the January payroll without additional funding from IYR.
* School Leader Hale committed to conferring with Director Thomas, IYR CFO, regarding potential uses of restricted technology and Safe & Drug-Free funds.
* Director Thomas moved to approve the financial statement and check register for September; Director Alis seconded the motion; the motion was approved unanimously.

1. Review and Approval of Idaho Special Education Manual – Rick Hale

* School Leader Hale explained the Board must approve the new Idaho Special Education Manual governing the special education services provided at PA.
* Director Thomas moved that the Board approve the Idaho Special Education Manual; Director Alis seconded the motion; the motion was approved unanimously.

1. Draft Annual Schedule of Items for Board Review – Rick Hale

* School Leader Hale displayed a draft of the annual schedule and committed to sending the draft document to each Board Director for individual feedback.
* There were several suggestions for additional items to include in the schedule, and Hale stated that he would also be amending the draft after he has reviewed the existing schedule discussed by the trainers during the December 6 training.

1. PA Board Report – Rick Hale

* School Leader Hale had previously provided a written report to the Board and stated that he had nothing to add to that report.

**Other Items:** None

**Adjournment**

* Director Alis moved to adjourn the meeting; Director Thomas seconded the motion; the motion was approved unanimously; the meeting was adjourned at 11:27 a.m.