

MINUTES

PATHWAYS IN EDUCATION-WEST ADA, INC.
An Idaho Nonprofit Corporation

**BOARD OF DIRECTORS
REGULAR MEETING**

May 12, 2025

Zoom Dial-in: 1-699-900-6833
Zoom Meeting ID: 892 2056 0423

Meeting Location: Teleconference only

A regular meeting of the Board of Directors (“Board”) of Pathways in Education-West Ada, Inc., an Idaho nonprofit corporation (“PIE-WA” or the “School”), was held via teleconference on May 12, 2025 pursuant to the Notice of meeting forwarded to the Directors in compliance with the corporation’s Bylaws.

OPEN SESSION

1. Call to Order

The meeting was called to order at 12:07 P.M. (PT) | 1:07 P.M. (MT) by Jamie Donahue, President of PIE-West Ada, Inc.

2. Welcome and Roll Call

The following Directors, constituting a quorum of the Board, were present:

Ms. Katie Rhodenbaugh
Dr. Christina Linder
Dr. Jesse Buchholz
Dr. Dustin Barrett

The following Directors were absent:

Dr. Drey Campbell

The following individuals also identified themselves as being present:

Jamie Donahue
Dr. Kristi Duenas
Leslie Lehnertz
Wendy Gillespie
Levik Mansourian
Connie Li
Janel Lee

3. Public Comment on Items Not on the Agenda

Ms. Donahue stated members of the public may address the Board on non-agenda items that are within the subject matter jurisdiction of the Board. Speakers may be called in the order that requests are received, or grouped by subject area. Members of the public were asked to limit comments to two (2) minutes with no more than fifteen (15) minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to School staff or calendar the issue for future discussion.

There were no comments by members of the public.

4. Items for Information and/or Action

A. Approval of Minute(s)

A.1 Minutes for February 19, 2025

Dr. Buchholz moved to approve the Minutes of the February 19, 2025 Board meeting. Ms. Rhodenbaugh seconded. The motion passed unanimously by roll call vote.

B. Information Item(s)

B.1 PIE-WA Leadership Update

Dr. Duenas presented the PIE-WA Leadership Update. Dr. Duenas announced that Ms. Susan Lux has transitioned to a new role with a long-standing partner organization, and introduced Ms. Wendy Gillespie as the new Senior Director of Schools. Ms. Gillespie brings over twenty (20) years of experience within the organization and its sister schools, having served in multiple roles including teacher, principal, and cluster director. Ms. Gillespie's extensive background and positive leadership style are expected to bring strong support to the Idaho schools. The Board gave a warm welcome to Ms. Gillespie.

B.2 PIE-WA School Update

Ms. Lehnertz presented the PIE-WA School Update. Ms. Lehnertz reported that current enrollment was at one hundred ninety-two (192) students. Several key activities were highlighted, including the PIE-WA's first school-wide blood drive, which saw strong parent participation and resulted in twenty-five (25) units of blood. PIE-WA also participated in the Idaho Lottery's "Scratch for Schools" event, where PIE-WA advanced to the final round and won four hundred seventy two dollars (\$472), which will be used for future student events. Additionally, students and staff took part in an educational trip to Cuba. Students engaged in cultural activities such as visiting tobacco farms, enjoying local cuisine, and staying with host families. Students brought gifts for their hosts and have continued writing letters since returning. Ms. Donahue also commented on the cultural and educational value of the Cuba trip, noting students gained perspective on food rationing, the black market, and the unique opportunity to visit Cuba. Ms. Lehnertz added that students expressed gratitude for their lives in the U.S., describing the experience as deeply eye-opening.

B.3 PIE-WA Service Commitment for Fiscal Year 2025-2026

Ms. Donahue presented the PIE-WA Service Commitment for Fiscal Year 2025-2026. Ms. Donahue asked Board members if they were interested in continue serving for the 2025-2026 fiscal year. Dr. Buchholz, Ms. Rhodenbaugh, Dr. Barrett, and Ms. Linder provided a verbal commitment of interest to serve. Dr. Campbell was not present at the meeting. Ms. Donahue expressed her gratitude for their service and

volunteering their time.

C. Action Item(s)

C.1 PIE-WA Proposed Budget for Pathways in Education-West Ada, Inc. (“PIE-WA”) for Fiscal Year 2025-2026

Ms. Li presented the PIE-WA Proposed Budget for Pathways in Education-West Ada, Inc. (“PIE-WA”) for Fiscal Year 2025-2026. Ms. Li highlighted a summary comparing the adopted fiscal year 2024-2025 budget with the proposed fiscal year 2025-2026 budget. Based on projected student enrollment, total revenue for fiscal year 2025-2026 is estimated at \$2,663,141. Estimated personnel costs, including salaries and benefits, are projected at \$1,160,329. All other operating expenses – such as facilities, student activities, and curriculum – are estimated at \$1,282,798, bringing total projected expenses to \$2,443,127. This results in an anticipated excess revenue of \$220,014. After depreciation and interest income, excess revenue was projected at \$104,820. Ms. Li noted that the pages following the summary provide a detailed breakdown of the proposed budget for the Board’s review.

Ms. Rhodenbaugh requested clarification on the increase in expenses for salaries, benefits, and other operating costs, asking whether they were tied directly to increased enrollment or also reflected cost-of-living adjustments. Ms. Donahue responded that the budget includes a standard three percent (3%) annual increase for salaries and benefits based on prior assumptions. Dr. Duenas added that staffing levels are adjusted in response to enrollment growth, and noted that some operational expenses are not fully charged in a school’s first year but level out in subsequent years. Ms. Gillespie further clarified that the expense increases are aligned with the center’s goal of growing enrollment to three hundred (300) students, which is directly reflected in the projected revenue.

Ms. Rhodenbaugh moved to approve the PIE-WA Proposed Budget for Pathways in Education-West Ada, Inc. (“PIE-WA”) for Fiscal Year 2025-2026. Dr. Barrett seconded. The motion passed unanimously by roll call vote.


C.2 PIE-WA Personnel Log

Ms. Donahue presented the PIE-WA Personnel Log. Ms. Donahue asked the Board to consider approval of the PIE-WA Personnel log.

Dr. Barrett moved to approve the PIE-WA Personnel Log. Ms. Rhodenbaugh seconded. The motion passed unanimously by roll call vote.

5. Adjournment

Dr. Buchholz moved to adjourn the meeting. Dr. Barrett seconded. The motion passed unanimously by roll call vote. The meeting was adjourned at 12:20 P.M. (PT) | 1:20 P.M. (MT).



John Hall, Jr., Secretary
Pathways in Education-West Ada, Inc.