

MINUTES

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

BOARD OF DIRECTORS REGULAR MEETING

October 16, 2024

Zoom Dial-in: 1-699-900-6833
Zoom Meeting ID: 814 7081 8539

Meeting Location: 6074 N. Discovery Way, Boise ID 83713

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 at the meeting location above and via teleconference on October 16, 2024 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 10:04 A.M. (PT) | 11:04 A.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:

Dr. Jesse Buchholz
Dr. Drey Campbell
Dr. Christina Linder
Dr. Dustin Barrett
Ms. Katie Rhodenbaugh – Joined at 10:18 am (PT)

The following individuals also identified themselves as being present:

Jamie Donahue
Dr. Kristi Duenas
Leslie Lehnertz
Sue Lux
Levik Mansourian
Connie Li
Melissa Pineda
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 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 of May 30, 2024

A.2 Minutes of June 12, 2024

Dr. Campbell moved to approve the Minutes of the May 30, 2024 and June 12, 2024 Board meetings. Dr. Linder seconded. The motion passed unanimously by roll call vote.

B. Information Item(s)

A.1 PIE-WA School Update

Ms. Lux presented the PIE-West Ada School Update. PIE-WA kicked off the school year with a new rally cry, “Believe! Belong! Become!”, and a full day of team building to strengthen the PIE Idaho team. Ms. Lux indicated that PIE-WA was officially up and running, and Phase One of the School’s building construction was almost complete. Phase Two was set to continue through the fall and winter break. PIE-WA was awarded a Charter Schools Program federal grant through Bluum in the amount of \$529,000; this grant was able to cover all curriculum startup costs, school and office supplies, Chromebooks, laptops, monitors, extra furniture, and additional technology for the building which enabled the addition of promethean boards to the classrooms. There were no questions from the Board.

A.2 PIE-WA Financial Update

Ms. Li presented the PIE-WA Financial Update. The PIE-WA Financial Update was based on the fiscal year 2024-2025, and included the income statements, and balance sheet. On the summary level income statement year-to-date August 31, 2024, PIE-WA’s total revenue was \$70,340; salaries and benefits expenses were \$105,437; all other operating expenses were \$129,797; total expenses were \$235,235; and excess revenue was a deficit of \$164,894. Ms. Donahue explained that these numbers reflected the first two (2) months, so the School had not had all of its revenue come in yet. Ms. Donahue highlighted the summary level income statement, including the forecast between September 2024 through June 2024, which included the first two (2) months and the projection for the rest of the year. Ms. Donahue indicated these numbers were part of the reason PIE-WA needed its startup loan from Pathways in Education-Nampa, Inc. (“PIE-Nampa”). There were no questions from the Board.

C. Action Item(s)

C.1 PIE-WA Consent Log

Ms. Donahue presented the PIE-WA Consent Log. Ms. Donahue asked the Board if there were any

questions, to which there were none.

Dr. Barrett moved to approve the PIE-WA Consent Log. Dr. Linder 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 if there were any questions, to which there were none.

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

C.3 PIE-WA Continuous Improvement Plan ("CIP") for Fiscal Year 2024-2025

Ms. Lux presented the PIE-WA Continuous Improvement Plan ("CIP") for Fiscal Year 2024-2025. Ms. Lux explained that since PIE-WA was in its first year, there was no previous data to develop a traditional continuous improvement plan. Instead, the state allowed PIE-WA to use its Charter School Performance Certificate, which the Board had already approved. This certificate outlined the performance metrics for the upcoming year and specified what the district will assess for future charter renewals. Approval by the Board was requested to accept this certificate as the official continuous improvement plan of the School to meet state requirements.

Dr. Buchholz moved to approve the PIE-WA Continuous Improvement Plan ("CIP") for Fiscal Year 2024-2025. Dr. Linder seconded. The motion passed unanimously by roll call vote.

C.4 PIE-WA Idaho Special Education Manual 2024

Ms. Lehnertz presented the PIE-WA Idaho Special Education Manual 2024. Ms. Lehnertz indicated that Idaho underwent a federal audit by the Office of Special Education Programs last year, resulting in changes to the Idaho Special Education Manual for 2024. Previously, General Supervision File Review ("GSFR") allowed for edits after submission, however, now they must be finalized before submission. Additionally, the manual's language was updated to simplify the process for identifying students with Specific Learning Disabilities ("SLD"), especially in reading, math, and writing. This change addresses previous challenges in assigning SLD classifications, ensuring students who need support receive it. There were no questions from the Board.

Dr. Barrett moved to approve the PIE-WA Idaho Special Education Manual 2024. Dr. Campbell seconded. The motion passed unanimously by roll call vote.

C.5 PIE-WA Public Charter-School Specific Teacher Certificate Application for Kayla Peppersack

Ms. Lehnertz presented the PIE-WA Public Charter-School Specific Teacher Certificate Application for Kayla Peppersack. Ms. Lehnertz indicated that PIE-WA recently hired Ms. Peppersack, who holds a public charter school-specific teaching certificate and is the fifth teacher at the School. Ms. Lehnertz indicated that this certification is valuable, especially when a traditionally certified teacher is unavailable. Ms. Peppersack, who plans to pursue full certification, had previous experience substitute teaching at PIE-Nampa and did an excellent job. She brings energy and a love for working with kids, and has been a great addition to PIE-WA. There were no questions from the Board.

Dr. Buccholz moved to approve the PIE-WA Public Charter-School Specific Teacher Certificate Application for Kayla Peppersack. Dr. Barrett seconded. The motion passed unanimously by roll call vote.

Jamie Donahue recused herself from the meeting.

Dr. Duenas stated that Ms. Donahue left the Board meeting in an abundance of caution, and provided the standard disclosures according to company policies.

Dr. Duenas stated that Action Item C.6 PIE-WA Dual Enrollment Articulation Agreement Between Pathways College, Inc. ("PCI") and Pathways In Education-West Ada, Inc., to which Ms. Donahue and/or members of her family serve on both sides in some capacity. Ms. Donahue and/or members of her family serve as voluntary, non-compensated officers of PIE-WA and PCI. This information is being provided in accordance with company policies for disclosures, and, in an abundance of caution.

Dr. Duenas stated that the Board should consider in good faith and after reasonable investigation whether the corporation could not have reached a more advantageous arrangement with reasonable effort under the circumstances. The Board does not need to expend any type of extraordinary expertise to come to its decision. The Board should make sure there are no improper benefits flowing from or to either of the parties and consider the proposed transaction at arm's length as though the transaction were with an unrelated third party. Dr. Duenas asked the Board if there were any questions regarding these standard disclosures, to which there were none.

C.6 PIE-WA Dual Enrollment Articulation Agreement Between Pathways College, Inc. ("PCI") and Pathways In Education-West Ada, Inc.

Ms. Lehnertz presented the PIE-WA Dual Enrollment Articulation Agreement Between Pathways College, Inc. ("PCI") and Pathways In Education-West Ada, Inc. Ms. Lehnertz indicated that PIE-Nampa had successfully partnered with Pathways College, Inc. ("PCI") to offer dual-credit courses last year, and PIE-WA was now following suit. This year, PIE-WA students could take a class on Communications 101, to which fourteen (14) students have enrolled. Ms. Lehnertz noted this was an impressive number given the School's enrollment of just over seventy (70) students. The program enabled students to earn dual credits that are accepted by Idaho colleges. PCI instructors worked closely with students, providing a supportive, one-on-one learning environment—similar to the School's approach. This experience helped build students' confidence, showing them they were capable of succeeding in college-level coursework—an opportunity many had not previously considered.

Dr. Buchholz asked if this operated like a regular dual enrollment program, to which Ms. Lehnertz answered it does. Ms. Lehnertz explained the School keeps the students together for two (2) hours, students view their teacher's lecture through a big screen, and students stay an additional hour to complete their work in case they have questions.

Dr. Duenas highlighted the cost structure. The cost of a five (5) week course for twenty five (25) students was \$1,875 per cohort, and the cost of a ten (10) week course for twenty five (25) students was \$3,000 per cohort. Ms. Lehnertz further explained that PIE-Nampa and PIE-WA were doing this class together, so they were splitting the cost. For twenty five (25) students, they were paying a total of \$3,000.

Ms. Rhodenbaugh asked if the funds from Idaho's Fast Forward Program could not be used towards this since it was not an Idaho institution, to which Ms. Lehnertz answered confirmed that it could not.

Ms. Rhodenbaugh moved to approve the PIE-WA Dual Enrollment Articulation Agreement Between Pathways College, Inc. ("PCI") and Pathways In Education-West Ada, Inc. Dr. Buccholz seconded. The

motion passed unanimously by roll call vote.

5. Adjournment

Dr. Buccholz moved to adjourn the meeting. Dr. Barrett seconded. The motion passed unanimously by roll call vote. The meeting was adjourned at 10:27 A.M. (PT) | 11:27 A.M. (MT).



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