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Payette River Regional Technical Academy

BOARD MINUTES DECEMBER 19, 2011

4:00 P.M. – REGULAR MEETING
PR2TA Office
721 W 12th Street, Suite A
Emmett, ID 83617

Board of Trustees

Steven Thayn – Board Chair
Ted Zipf, MD PhD. - Treasurer
Susan Jenkins – Vice Chair/Secretary
Rhoda Gerrard - Board Trustee
John Cook-Board Trustee
Wayne Rush- Board Trustee
William Knickrehm, J.D- Charter School Director

CALL TO ORDER:

- Pledge of Allegiance 4:14 P.M.
- Agenda Adjustments /Approval
 - Additions to Discussion Items and Action Items:
 - John Cook - HSB 21st Century Grant and position
 - Susan Jenkins – Construction equipment and weight room
 - Dr. Knickrehm – Auditor contract for 2012
 - Moved by Cook and 2nd by Jenkins. Passed
- Approve of Agenda/Approve of Minutes:
 - Move by Rush and 2nd by Cook that November minutes be approved. Passed
- Financial:
 - One page financial report completed. Bills and financial data reviewed by Knickrehm & Nikki Carter 1st, Jim Correa 2nd, and Ted Zipf 3rd.
 - Jim Correa on a month to month agreement/\$1000. Retired from State and CFO of Meridian District.
 - Nikki Carter assigned as Administrative Assistant and currently training with/mentored by Correa.
- Bills: Cook moves and 2nd by Jenkins that bills be paid as presented. Motion passed.
 - Knickrehm discussed 1 page financial data layout.
 - Jim Correa to meet with Board to explain report items:
 - Secondary line item,
 - Lights/building fees,



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- Create M & O budget ,
 - Lottery Fund now added to General Fund – include as a GF line item,
 - YDT % added to layout.
- Discussion: Had Employee A been contacted concerning June salary? Rush asked that Dr. Knickrehm draft a letter outlining legal concerns. To be signed by Rush, Cook and Knickrehm.

Note: On November 17, 2011, a motion was made to move to executive session for personnel issues at 5:24 PM. Motion to move out of executive session at 5:30. Wayne Rush moved that the board write a letter to employee A for overpayment of salary. John Cook 2nd the motion. Motion passed.

REPORTS:

- Administrator Report
 - Kamiah distant learning scenario discussed. Robert doing well with students and program.
 - CWI meeting continued on new PTE programs and concerns.
 - Vet Tech/Vet Assistant Program – Knickrehm in contact with Yakima CC and Dr. Weidum as well. Possible trip to see program and work out plans to collaborate.
 - Construction Management? Collaboration with HSB priority. Community Ed program in HSB after 1st of year.
 - CNA update. More community Ed possibilities.
 - Digital Photography Program – Susan's students offered holiday family photo sessions. Booked solid and very successful.
 - Program Audit in April by State
 - Steve Thayn requested a listing of what programs are offered by PRTA. Discussion concerning
 - BYU-Idaho report – no new update.
 - U of I – solid works training - no new update.
- The fractional attendance problem was again discussed. Rush and Knickrehm meeting with State Board after holiday. More later.
- Steve Thayn expressed concern with ISEE program as problematic at best.
- John Cook reported on the Ranch Management program at HSB
- Rhoda Gerrard asked for more information concerning PRTA and the official website. Susan Jenkins discussed web development cost of setup and difficulty/time maintaining site when money, fractional attendance, and programs in constant flux with state, ESD and HSD. More information needed so discussion tabled until next meeting.



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INFORMATION ITEMS/ DISCUSSION ITEMS:

- 21st Century Grant for HSB verification of collaboration with PRTA
 - Sup. Cook has hired a consultant from RenPlace to apply for such grant. HSB requesting a letter officially outlining HSB relationship with PRTA as partners in cultural and vocational education as well as PRTA's relationship with community colleges, universities, and community education – a requirement for grant app.
- HSB Superintendent options
 - Sup. Cook informed PRTA Board of his possible move from fulltime Sup to ½ time next year. Cook concerned that his move to part-time super might have effect on PRTA collaboration so giving “heads up.” More info after Cook takes idea to January HSB Board meeting.
- PTE Construction Equipment sale? Weight room use?
 - Susan Jenkins concerned that original HS/JH PTE construction equipment being sold/auctioned off by now middle school for middle school photography program. In addition, HS weight room occupying HS PTE Construction Building while PTE construction equipment mothballed in storage. Susan suggested a move to collaborate with HSB construction program and put equipment to use, offer continuing ed, workforce training, etc. HSB construction management teacher (Eric Moore) lives in Emmett and his wife is an EHS teacher. Sup Rush asked that discussion be tabled until after Jan ESD Board meeting.

ACTION ITEMS:

- Employee A letter
 - Letter to be drafted by Dr. Knickrehm and presented to board at next meeting.
- 2012 Auditor approval and contract
 - Approve Tim Faulk CPA as auditor for another 1 year contract. Moved by Rush, 2nd by Cook. Approved

Note: Because of the need to efficiently conduct its business within the available time, to deal with situations where unexpected issues arise and/or where the Board needs to address issues not on the Agenda, the Agenda may be modified either before or at the meeting.

JANUARY ITEMS TO DISCUSS:

- Employee A letter
- Web Development and current PTE offerings
- Monthly Supplied Report
- PTE Construction Equipment and Weight Room



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EXECUTIVE SESSION:

- Personnel

Note: In accordance with Idaho Code Sections 67-2340 through 67-2346, a motion is requested to recess this open meeting and convene into an executive session for the purpose of discussion matters pertaining to negotiations for property acquisition, labor agreements, trade or commerce; for personnel matters; for legal matters; for discussion of records which cannot be made public; and/or for student matters. Following discussion, the Board will reconvene into an open session to take any Board action necessary on matters discussed in the closed meeting.

Moved to adjourn at 5:40. Moved by Phoda Gerrard 2nd by Wayne Rush. Motion passed. Next meeting January 19. 2012.