



**Elko Institute for Academic Achievement**  
*A Public Charter School*  
Elko, Nevada

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**PUBLIC MEETING NOTICE**

The Elko Institute for Academic Achievement will meet in a regular session on Monday, September 14, 2009 in the Elko Institute for Academic Achievement multi-purpose room at 1031 Railroad Street, Elko Nevada, beginning at 4:30 PM, P.S.T.

Attached with this notice is the agenda for said meeting of the Board of Directors.

This notice is posted pursuant to the NRS as amended by the Legislature.

This notice is to be posted at the following public places:

ELKO COUNTY COURTHOUSE  
ELKO COUNTY LIBRARY  
ELKO POLICE DEPARTMENT  
ELKO CITY HALL

Dated this 9<sup>th</sup> day of September 2009.

**NOTICE TO PERSONS WITH DISABILITIES**

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify Lori Miner, 1031 Railroad Street, Elko Nevada, 89801 or by calling 775-738-3422.

Leslie Creel, EIAA Board of Directors' Secretary



# ELKO INSTITUTE FOR ACADEMIC ACHIEVEMENT

*A Public Charter School*

Elko, Nevada

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**Elko Institute for Academic Achievement (EIAA)  
4:30 P.M. (P.S.T.), Monday September 14, 2009-09-14  
Elko Institute for Academic Achievement, Multi-purpose Room  
1031 Railroad Street, Elko, Nevada**

## **CALL TO ORDER**

The Agenda for this meeting of the Elko Institute for Academic Achievement has been properly posted for this date and time in accordance with NRS requirements.

## **ROLL CALL**

**APPROVAL OF MINUTES: July 27, August 3, August 10, August 11, 2009, August 24, August 31**

## **I. PUBLIC COMMENT PERIOD**

A. This agenda item is to provide time for the general public to address Elko Institute for Academic Achievement (EIAA) regarding items of concern not specifically listed on the agenda. Action cannot be taken at this time, but a matter can be set on the agenda for future meetings, as appropriate.

## **II. UNFINISHED BUSINESS**

### **A. Board Members**

1. A replacement for the open positions on the board will be discussed.

Board action necessary. **APPROVE, DISAPPROVE, FORWARD, TABLE**

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**ELKO INSTITUTE FOR ACADEMIC ACHIEVEMENT**

*www.eiaa.homestead.com*

*P.O. Box 386, Elko, NV 89803*

*eiaa@frontiernet.net*

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B. Approval of Public Relations communication issues and potential funding opportunities.

1. PR and fundraising opportunities will be discussed and acted upon as they arise.  
**ACTION ITEM**

Board action necessary. **APPROVE, DISAPPROVE, FORWARD, TABLE**

C. Policy and Procedures Manual

1. A policy and Procedures manual refined by the Principal, Pat Tsunemori, and the Administrative Assistant, Lori Miner, will be discussed and voted on. **ACTION ITEM**

Board action necessary. **APPROVE, DISAPPROVE, FORWARD, TABLE**

D. Reimbursement

2. Requests for reimbursements will be addressed. **ACTION ITEM**

Board action necessary. **APPROVE, DISAPPROVE, FORWARD, TABLE**

### **III. NEW BUSINESS**

A. Employment Contracts

1. Discussion of Service Contracts necessary for the operation of the school and possible approval of those contracts. **ACTION ITEM**

Board action necessary **APPROVE, DISAPPROVE, FORWARD, TABLE**

B. Life Insurance Contracts

1. Pat Tsunemori will report on his findings from canvassing staff about adequacy of existing life insurance coverage offered with the health insurance. The board may then discuss offering additional coverage with another carrier. **ACTION ITEM**

Board action necessary **APPROVE, DISAPPROVE, FORWARD, TABLE**

C. Flexible Spending Account Program

1. Discussion of Flexible Spending Account administrator to use for staff benefits.  
**ACTION ITEM**

Board action necessary **APPROVE, DISAPPROVE, FORWARD, TABLE**

D. Tax Sheltered Annuity (401k) Plan

1. Discussion of and possible approval of the available providers for administering the staff's TSA plan. **ACTION ITEM**

Board action necessary **APPROVE, DISAPPROVE, FORWARD, TABLE**

E. Health Insurance Carrier

1. Discussion of the performance and cost to staff of the chosen health insurance program offered by Principal Health. Should State health insurance prove more beneficial, the board will vote to switch providers. **ACTION ITEM**

Board action necessary **APPROVE, DISAPPROVE, FORWARD, TABLE**

F. Accounting Contract

1. Discussion and approval of services offered and cost of accounting services proposed by McMullen-McPhee. **ACTION ITEM**

Board action necessary **APPROVE, DISAPPROVE, FORWARD, TABLE**

## **IV. REPORTS**

A. Timeline Review and Planning Workshops

B. Committee Reports

- 1 Budget and Finance
- 2 Fundraising
- 3 Facilities
- 4 Staff Recruitment
  - 4.1 Administrative Assistant
  - 4.2 Instructional Staff Recruitment
- 5 Communications (Web Site, E-mails and Public Relations News Releases)
- 6 Policies & Procedures
- 7 Student Enrollment
- 8 Volunteers

NOTE: The President or Vice President reserves the right to change the order of the agenda, and, if the agenda is not completed, to recess the meeting and continue on another specified date and time.

## **V. ADJOURNMENT**

Respectfully submitted,

Leslie Creel  
Secretary, EIAA Board of Directors