



**Elko Institute for Academic Achievement Meeting Minutes  
November 30, 2009**

**Elko Institute for Academic Achievement Multi-Purpose Room**

**Meeting Called to Order:** 5:45 PM

**Board Present:**

- Leslie Creel
- Carrie Allard
- Mary Glaser
- Brenna Malone
- Cheryl Hecht

**Board Not Present:**

- Kathe Linnell
- Iris Scott

**Public Present:**

- Karen Ash
- Kim Paris
- Mark Paris (5:50 PM)
- Pat Tsunemori

***MISCELLANEOUS***

The end of the November 16, 2009 meeting minutes still need to be translated from recording to print by L. Creel.

Cheryl is reformatting the Policies and Procedures manual.

Request for tag board. Laminator needs new film. Pat said it has been ordered. The laminator needs to be fixed.

The school will place a Thank You ad in the newspaper to those who have helped with school start-up during the week of Thanksgiving. Carrie passed around the existing compiled list.

For Cowboy Poetry week, we can have a poet come to the school for \$300. There's also a program where students go to the Western Folklife Center for \$2/head. Mark mentioned Kiwanis does the Cowboy Breakfast. Pat will contact Nick Mayo about this.

The school can go to Great Basin College on Dec 8<sup>th</sup> from 12:30 to 2:00 PM for a rehearsal of the Christmas Concert. Pat will call Coach America to check on transporting kids.

Carrie and Cheryl will meet with Kellie to discuss a dance class.

Terri Covert is certified in several physical education activities and is willing to teach at the IGLOO.

## ***BUILDING***

Brenna presented the playground committee's meeting minutes. Brenna asked if there are Policies and Procedures set up for fundraising. ACTION ITEM for next meeting. She mentioned a program called Peaceful Playground which costs \$4000. It provides solutions for designing a playground and developing a conflict resolution program for multiple ages. One idea is Peer Mediators who would be trained for a conflict resolution program. Brenna suggested authorizing \$1000 so the committee can purchase equipment which can be rotated. Brenna said there are potential grant opportunities. Leslie Creel moved to approve \$1000 for the playground committee to purchase equipment. All approved.

The sea container is at Chester Plumbing. Karen suggested we sweep it out before we load it. Stuff needs to be moved from Blach Distributing this weekend to this storage container.

## ***STAFF***

Teacher Appreciation party is tomorrow at 4:30 PM at the Blind Onion.

Cheryl and Carrie are going to do a letter from board to parents. The school cannot accommodate the early drop-off of students. Students need to wear appropriate clothing for the weather. Brenna suggested the dress code be reinforced with parents. They will ask for parent volunteers in the morning so students can be in the multi-purpose room. Teachers cannot discuss students during the day with teachers unless it's scheduled. Mark suggested addressing tardy arrivals in the letter. Lost and Found will be donated at a specified date.

## ***BUDGET***

TSA Plan (403b) is tabled until next meeting. Mark will meet with Brenna and Cheryl at 12:30 PM on Wednesday to discuss.

Mark presented an Unpaid Bills Detail. Mary Glaser moved to approve reimbursements as submitted by Mark Paris. Brenna seconded. All approved.

Eric Sachs from CDW told Mark that since he isn't on EIAA's bank account, he can't be authorized on their credit.

Mark suggests EIAA moves its bank account from NSB to Well's Fargo. The board agrees EIAA's needs might be better met at Well's Fargo. For the AFLAC cafeteria plan EIAA also needs to have a separate bank account. Mary Glaser moved EIAA transfer accounts to Well's Fargo, open a separate account for AFLAC and open a savings account. All board members, Brenna Malone, Mary Glaser, Leslie Creel, Carrie Allard, Cheryl Hecht, Iris Scott, Kathe Linnell, and the accountant, Mark Paris, will be signers for EIAA.

Agenda item for next week as a vote on sending out requests for proposals for an auditor.

## ***PRINCIPAL'S REPORT***

An anonymous donor donated \$30k for Smartboards, the remainder of which will be applied to the wish list.

Handbells are presenting to the school on December 3<sup>rd</sup> at 10:00 AM.

Picture retakes are the 4<sup>th</sup>.

Kindergarteners are going to the Festival of Trees on Wednesday and 1<sup>st</sup> Grade is going on Tuesday.

Meeting adjourned at 7:50 PM.