

Idaho Digital Learning Alliance

Virtual Meeting of the Board of Directors
3324 S. Milwaukee Lane, Ste #120, Boise ID 83709

Zoom: <https://idla.zoom.us/j/2083420207>

Meeting ID: 208 342 0207

May 13, 2025

Tuesday, May 13, 2025 @ 10:00 AM

Board Members Present

- Mr. Jeff Schutte, Mrs. Karla LaOrange, Mrs. Michelle Clement Taylor , Mr. Norm Stewart , Mr. John Stiffler, Mr. Lance Hansen, Mr. Brian Lee

Board Members Absent

-

Staff Members Present

- Mr. Jeff Simmons, Mr. Jeff Farden, Mr. Brian Smith, Mr. Ryan Gravette, Ms. Kim Caldronney

Others Present

-

Call to Order, Introductions, and Welcome @ 10:00 AM

I. Agenda

The meeting was called to order at 10:03 a.m. A motion to approve the agenda was made by Mr. Norm Stewart and seconded by Mrs. Michelle Clement Taylor . The motion is unanimous.

II. Public Comment

III. Consent Agenda

1. Approval of the Minutes
2. Expenditures
3. Personnel

A motion to approve the consent agenda was made by Mr. John Stiffler and seconded by Mrs. Karla LaOrange. The motion is unanimous.

IV. Action Items

1. Policies, 1st Reading
 - a. #7230 - Financial Reporting and Audits
 - b. #7236 - Employees Paid with Federal Funds and Unexpected or Extraordinary Closures
 - c. #7237 - Retention of Records Relating to Federal Grants

A motion to accept and move policies #7230, #7236, and #7237 to the second reading was made by Mrs. Karla LaOrange and seconded by Mr. John Stiffler. The motion is unanimous.

2. Policies, 2nd Reading

- a. #7210 - Fixed Assets (GASB Statement 34)
- b. #7215 Fund Accounting System (GASB Statement)
- c. #7218 - Federal Grant Financial Management System
- d. #7220 - Documentation and Approval of Claims
- e. #7225 - Financial Fraud and Theft Prevention

A motion to accept and move policies #7210, #7215, #7218, #7220, and #7225 to the final reading was made by Mr. Jeff Schutte and seconded by Mrs. Michelle Clement Taylor. The motion is unanimous.

3. Policies, Final Reading

- a. #7000 - Goals
- b. #7100 - Budget and Program Planning
- c. #7110 - Budget Implementation and Execution
- d. #7120 - Budget Adjustments
- e. #7200 - Accounting System Design

A motion to approve and adopt policies #7000, #7100, #7110, #7120, and #7200 and move to the policy manual was made by Mr. John Stiffler and seconded by Mr. Brian Lee. The motion is unanimous.

V. Updates

1. Board Member Updates- All

Board members from our various districts and State Department of Education shared information about their year-end wrap-ups with topics that included testing scores, graduation, negotiations, sports achievements, and a post-legislative tour. Those board members representing a Citizen at Large position shared updates related to their industries as well as other groups they are directly involved with that support education.

2. Superintendent Update - Mr. Jeff Simmons

a. Board Composition

Mr. Jeff Simmons discussed the current board member terms and the changes that will be forthcoming due to board members exiting and filling those positions.

b. Handbook & Rubric - Mr. Jeff Farden

Mr. Jeff Farden guided the board members through the changes and additions that have been made to the current handbooks and rubric. This is an annual process that is completed internally by our team with input from multiple departments.

c. Facility

Mr. Jeff Simmons spoke about the upcoming move of office locations and the new facility. The move itself is scheduled for the week of June 9th and the new facility will be in use in either July or August. A tour of the new space will likely be given to our board members in June during our scheduled meeting.

d. June 2025 Board Meeting Topics

Mr. Jeff Simmons asked the board members if there are any additional topics of interest that they would like to see on the June Board meeting agenda aside from those previously mentioned.

VI. Executive Session

Per [Idaho Code 74-206(1)(b)] To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student

Section 74-206 Idaho Code

RESOLUTION TO RECESS FROM A PUBLIC MEETING INTO EXECUTIVE SESSION

The Chair announced that the next order of business would be Executive Session.
After a full and complete discussion, upon motion duly made by

Mr. Norm Stewart and seconded by
Mr. Brian Lee, the following resolution was presented:

BE IT RESOLVED, that the Board of Trustees/Directors of Idaho Digital Learning Alliance recess from a public meeting into executive session in the manner and for the purpose authorized by Section 74-206(1)(b), Idaho Code, to [To consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;],
as set forth in Section 74-206(1) (b), Idaho Code.

Executive Session, **Idaho Code 74-206(1)(b)** was entered into at 11:00 a.m.
Roll Call was taken and the following board members were present in Executive Session
Mr. Lance Hansen
Mr. Norm Stewart
Mr. Brian Lee
Mr. John Stiffler
Mr. Jeff Schutte
Mrs. Michelle Clement Taylor
Mrs. Karla LaOrange

Executive Session concluded at 11:30 a.m.

VII. Resume Open Session

1. Finalize Annual Evaluation for Superintendent Jeff Simmons

A motion to adjourn the meeting was made by Mr. John Stiffler and seconded by Mrs. Karla LaOrange at 11:31 a.m. The motion is unanimous.

2025 Board Meeting Dates

- Tuesday, June 17, 2025 - Face to Face, Meridian, Noon MST