

**Minutes
North Star Charter School
Board of Directors
October 26, 2016**

REGULAR MEETING

- A. The regular meeting called to order at 6:00 PM by Chair Russell.
- B. Roll Call:
 - a. Present – Chair Russell, Vice Chair Cross, Director Dukelow and Director Gittings
 - b. Absent: - Director Lloyd
- C. Approval of Agenda:
 - a. *Motion: To approve the agenda, Chair Russell, seconded by Vice Chair Cross, motion passed unanimously.*

CONTINUING SCHOOL BUSINESS

- A. School Report:
 - a. Ms. Davis and Ms. Andersen provided an overview of their written reports.
 - b. Ms. Drain provided an overview of Milepost, the school's student data management system, and performed a demonstration of its use and value to teachers.
- B. Development Report:
 - a. Ms. O'Donnell provided an overview of the Sports Complex and Playground Campaign and reported:
 - i. Appeal letters have gone out to parents, staff and board members providing information about the Sports Complex and Playground Campaign,
 - ii. Reviewed the goals of the Campaign, and reported
 - iii. The Honorable Mr. Stan Ridgeway, Mayor of the City of Eagle, visited North Star to learn more about the campaign and received a tour of the school and observed several classrooms.
 - b. The Board will be provided regular updates regarding the progress of the campaign.
- C. PTO Report:
 - a. Fall Carnival was a success and added funds to the PTO Treasury. The majority of funds resulted from sales of North Star T-shirts.
 - b. The On-line store is now 'live' and available to purchase additional items. There is a link on the North Star website to access the store.

BOARD BUSINESS

- A. Board training:
 - a. Board was reminded of two Board training opportunities. All Board members are encouraged to attend.
- B. Proposed Committee - Academic Excellence Committee (AEC):
 - a. Ms. Davis to distribute the Academic Excellence Committee draft document.
 - b. Board to review and will discuss next steps at the next regular board meeting in November.
- C. Succession planning:
 - a. Chair Russell discussed the need for continuing succession planning at the administration level.
 - i. Asked NSAT to put together a succession planning list.
 - b. Chair Russell discussed the draft job description for Business Manager
 - i. Board members to provide feedback by end of the week.
 - ii. Administration to post job description by November 1.
 - c. Board to discuss progress at the next regular board meeting in November.

COMMITTEE REPORTS

A. Finance Committee:

Director Dukelow requested George Coburn to present the Finance Committee report.

- a. Enrollment Report – current enrollment 990 Students.
- b. Financial Report – Mr. Coburn presented the quarterly financial report for the period ended September 30th and the cash report at September 30th. In addition, presented the check register for the month of September.

Motion: To approve the September Financial report and Check Register, Director Dukelow, seconded by Vice Chair Cross, motion passed unanimously.

c. Bank Accounts:

- i. Administration recommends - The establishment of a Development Account at Bank of the Cascades to service the School's designated fund raising activities.
- ii. Check signing authority - Based on current year Board appointments, the Board to approve new check signing authority for the new Development Account and all other existing bank accounts held by Bank of the Cascades.

Motion: To approve Director Dukelow and Chair Russell as authorized Check signors on the new Development Account and all North Star bank accounts held by Bank of the Cascades, Director Cross, seconded by Director Gittings, motion passed unanimously.

B. Policy Committee:

- a. Internet Usage Policy No. 505.0 was distributed for 2nd reading and will be discussed at the next regular board meeting in November.

CONSENT AGENDA

- A. The Board reviews the enclosures below under the Consent Agenda. If a Board member elects, any consent agenda item may be pulled out of the Consent Agenda and discussed independently of other Consent Agenda items. If no item is pulled from the Consent Agenda, acceptance will be automatic under the motion for the Consent Agenda.
- B. Consent Agenda:
 - a. Regular Meeting Minutes September 28, 2016
 - b. Contracts as of October 26, 2016

Motion: To approve the consent agenda, Director Gittings, seconded by Director Dukelow, motion passed unanimously.

EXECUTIVE SESSION

Closed to the public

Executive Session to be held pursuant to Idaho Code 74-206 to address issues of: Personnel, Legal Issues and matters relating to individual student matters.

Purpose of this session:

- (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need;
- (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;
- (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

ADJOURNMENT

The Regular meeting of the Board was Adjourned at 7:22 PM.

Chair

Clerk of the Board