

**Minutes**  
**North Star Charter School**  
**Board of Directors**  
**September 18, 2017**

**Special Meeting**

- A. The special meeting was called to order at 6:03pm by Chair Russell.
- B. Roll Call:
  - a. Present: Chair Russell, Vice Chair Dukelow, Director Gittings, Director Balch, Director Lloyd, Director Dukelow
- C. Approval of Agenda
  - a. **Motion to approve the agenda, Director Balch. Seconded by Director Gittings. All in favor. Motion passes.**

**EXECUTIVE SESSION**

*Executive Session to be held pursuant to Idaho Code 74-206 to address issues of: Personnel, Legal Issue and matters to 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;
- (c) 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.
  - a. **Motion to enter into executive session and discuss items related to (b) and (c), Director Dukelow. Seconded by Director Gittings. All in favor. Motion passes.**
  - b. Board of Directors entered into Executive Session at 6:06pm.
  - c. Roll Call
    - i. Present: Chair Russell, Vice Chair Dukelow, Director Gittings, Director Balch, Director Lloyd
  - d. **Motion to adjourn executive session and enter back into public session, Director Dukelow. Seconded by Director Lloyd. All in favor. Motion passes.**
  - e. Entered back into public session at 6:13pm.

## CONTINUING SCHOOL BUSINESS

### A. School Report

- a. New PTO President introduced: Heather Rankin. PTO restructured this year. One president to oversee whole school, and separate vice presidents for elementary and secondary.
- b. Ms. Andersen reported that the Continuous Improvement Plan is due at the end of the month, and provided and explained a draft to board members. Chair Russell discussed if the board should approve the plan before its submission. Board discussed and decided to move forward with an approval upon the final draft, subject to any changes. Ms. Andersen will send final copy of CIP to board members. Board will suggest any necessary changes and edits, and give Chair Russell the authority to approve the Final Continuous Improvement Plan on behalf of the board.
- c. **Motion to give chairman authority to approve the Continuous Improvement Plan on behalf of the board, Director Lloyd. Seconded by Director Dukelow. No discussion. All in Favor. Motion passes.**
- d. Ms. Davis working on the Charter Renewal due in October, and has invited Board Members to an interview with the Charter Commission on October 25th.
- e. The Premium Leadership Plan has been turned in. Katie Francis began *Teach Like a Champ* workshop with staff today.
- f. Ms. Andersen and Ms. Davis attended two-day training last week about the Danielson Framework. Excited about the content, and ways to help teachers. Eight teachers will be attending Danielson Training soon; four from elementary, four from secondary.

### B. Development Report

- a. Currently \$201,000 committed towards the Sports Complex and Playground Project.
- b. Ms. O'Donnell working to find major donors for the campaign, and creating marketing materials as part of a communication strategy.
- c. Chair Russell has a meeting coming up with the Kathryn Albertson Foundation.
- d. Ms. O'Donnell presented plans for Site.. Bids are currently happening for materials and labor costs.
- e. Anticipating construction beginning later this month.

### C. PTO Report

- a. New PTO President, Heather Rankin, gave update on the Fall Festival happening this Saturday. Secondary athletes volunteering with different booths and activities at the festival. Anticipating a bigger turnout than last year, and reported PTO has stayed under budget with this event.
- b. Director Lloyd donated hot dogs for the event, and will continue to do so annually.

## **BOARD BUSINESS**

- A. Replacement Board Member for Jennifer Visser
  - a. Director Visser has resigned.
  - b. Currently 5 members; two open seats.
  - c. New board members can be appointed. Current board members can invite and encourage members to submit an application. Ms. Jedry will manage the intake process, then will present to the board, and applicants will be interviewed.
  
- B. Discussion of Internal Controls
  - a. Discussion during Special Meeting on 9-11-17 in Executive Session about internal controls and board being more intentional about being top down. Chair Russell and Vice Chair Dukelow will continue to discuss.

## **BOARD COMMITTEE REPORTS**

- A. Academic Excellence Committee
  - a. Next meeting scheduled for September 27th. Director Balch will attend these meeting in place of Ms. Visser.
- B. Policy Committee
  - a. Ms. Davis will be sending Attendance Policy to Director Lloyd for one minor change. Ms. O'Donnell will be in communication with Director Lloyd in regards to fundraising policies.
- C. New Policy Clarification Requests to Policy Committee
  - a. Chair Russell has asked that Policy Committee review policies related to bringing pets to school, and working from home. Director Lloyd will draft and send to Mr. Borton. Will bring back to the next board meeting.

## **CONSENT AGENDA**

- A. Contracts
- B. Check Register
- C. Minutes 8-23-17

D. Minutes 9-11-17

**Motion to approve the consent agenda, Director Balch. Seconded by Director Gittings. All in favor. Motion passes.**

ADJOURNMENT

**Motion to adjourn, Director Gittings. Seconded by Director Lloyd. All in favor. Motion passes.**

The regular meeting of the board was adjourned at 6:59pm.

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Chair of the Board

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Clerk of the Board