

Minutes
North Star Charter School
Board of Directors
November 1, 2017

Regular Meeting

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

EXECUTIVE SESSION

- A. Motion to move into executive session to discuss Matter A related to ID Code 704-206b, Director Lloyd Seconded by Director Dukelow. All in favor. Motion Passes. The Board entered into Executive Session at 6:11pm.**
- B. Roll Call
 - a. Present Chair Russell, Director Gittings, Director Balch, Director Dukelow, Director Lloyd
- C. **Motion to exit executive session and enter back into public session, Director Gittings. Seconded by Director Lloyd. All in favor. Motion passes.**
 - a. The board entered back into public session at 7:05.
 - b. In regards to Matter A as discussed in Executive Session, **Motion to authorize chair to sign a letter drafted by the NSAT team in alignment with the recommendation made by the School Safety Officer, Director Balch. Seconded by Director Gittings. All in favor. Motion passes.**

CONTINUING SCHOOL BUSINESS

- A. School Report:
 - a. Ms. Andersen and Ms. Davis updated the Board on recent school happenings: teacher evaluations, sports update, Parent Teacher Conferences, and Professional Development.
- B. Development Report
 - a. Ms. O'Donnell provided update on the Sports Complex and Playground Campaign, money raised so far, and what she is currently working on.

C. PTO Report

- a. New PTO president, Ms Howard, provided an update on what the PTO has been working on (pg 1 in packet)

BOARD BUSINESS

- A. New Board Member Applications
 - a. Board looked at application and discussed potential new board member. Will invite to the next meeting for an informal meeting.
- B. Non-Certified Pay Scale
 - a. Pg. 13 in packet- NSAT made some changes to pay scale for classified employees.
 - b. **Motion to approve the adoption of the new non certified payscale Director LLoyd. Seconded by Director Gittings. All in favor. Motion passes.**
- C. Consideration of New Naming Rights
 - a. In regards to the Sports Complex and Playground Campaign, Board discussed donation levels and naming rights, and giving the Development Team the okay to make calls along the way. Will keep communication open and report back to the Board.
- D. Form of Minutes for Meetings
 - a. Pg. 16 in packet
 - b. Board discussed the form of Meeting minutes. Written minutes will follow I.C. 74-205.
- E. Deposit Resolution-Account Signor: Abe Lloyd
 - a. **Motion to approve Director Lloyd, Treasurer, to sign documents related to finance Director Dukelow. Seconded by Director Gittings. All in favor. Motion passes.**
- F. Principal Evaluation
 - a. Will discuss at the next meeting of the Board.
- G. Payport
 - a. Ms. Jedry gave update on switching to Payport and its benefits. Board will vote on it in the Consent Agenda.

Chair Russell deferred next these 3 items under Board Business until after Committee Reports. Due to potential conflict of interest, Director Dukelow will lead the discussion at the end of meeting.

- H. Process Review Team Recommendations
 - a. Discussion of recommendations from the Charter Commission. At next month's meeting, the Board will discuss what they want to see financially monthly/quarterly.
- I. Discussion of Audit: Internal Controls
 - a. Following audit, and discussion with accountant Jordan Zwygart, board discussed suggestions to improve processes and maintain secure accounts. Board will continue to improve on security, efficiency, and do what is best for school.
- J. Outsourcing of Accounting
 - a. A few options may be available to the school; they continue to be vetted for right fit. An update will be provided at the next board meeting.

BOARD COMMITTEE REPORTS

- A. Academic Excellence Committee
 - a. Committee is currently reviewing data to set academic goals.
- B. Finance Committee
 - a. Starting on pg 18 in packet.
 - b. Ms. Jedry provided summary of current school enrollment compared to projected enrollment in regards to the school budget.
- C. Policy Committee
 - a. Working from Home: First read and discussion. Director Lloyd will redraft and bring to the next board meeting.
 - b. Pets at School: discussed instances when pets/animals are at school. Director Lloyd will redraft and bring to next board meeting.
 - c. 603.2 High School Credits and Graduation: Ms. Andersen explained edits made to policy to show hours per credit, and edits in wording.
 - i. **Motion to adapt 603.2 part A and part B referring to credits, Director Lloyd. Seconded by Director Balch. All in favor. No discussion. Motion passes.**
 - d. 501.3 Elementary Attendance Policy
 - i. Discussion of policy edits to be made to reflect school trimester schedule, and number of absences. Wording changed, added attendance codes, and added half-day Kindergarten. Director Lloyd will rewrite and bring back to the next meeting.

CONSENT AGENDA

- A. Contracts
- B. Check Register
- C. Minutes

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

ADJOURNMENT

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

The regular meeting of the board was adjourned at 9:07pm.

Chair of the Board

Clerk of the Board