

**Minutes**  
**North Star Charter School**  
**Board of Directors**  
**July 26, 2017**

**Annual Meeting**

- A. The Annual Meeting was called to order by Chair Russell at 6:01 pm
  - a. Chairman's prerogative to immediately hold the Oath of Office for New Board Member and save the Approval of Agenda for after Executive Session.
  - b. Oath of Office: Jenna Balch was given the oath of office and was welcomed to the Board of Directors.
- B. Roll Call
  - a. All Members Present: Chair Russell, Director Dukelow, Director Lloyd, Director Gittings, Director Visser, Director Balch

**EXECUTIVE SESSION**

**Motion to adjourn public session and enter into executive session to discuss personnel matters pursuant to Idaho Code 74-206, Director Visser. Seconded by Director Dukelow. All in favor. Motion passes. 6:03 pm.**

- a. Present in Executive Session: Chair Russell, Director Dukelow, Director Lloyd, Director Gittings, Director Visser, Director Balch
- b. **Motion to adjourn Executives session, and enter back into Public Session, Director Lloyd. Seconded by Director Dukelow. All in favor. Motion passes. 7:01pm.**

- C. Approval of Agenda
  - a. **Motion to approve agenda, Director Gittings. Seconded by Director Lloyd. All in favor. Motion passes.**

**ANNUAL BUSINESS**

- A. Code of Ethics for New Board Members
  - a. Code of Ethics was given to new board members, Jennifer Visser and Jenna Balch.
  - b. Clerk will send to all board members to review and resign
  - c. Director Lloyd reelected; July marks first meeting of new term
- B. Board Organization
  - a. Election of Officers: 4 officers to be elected: Chair, Vice Chair, Treasurer, Secretary
    - i. Director Balch volunteered to be secretary. All in favor.

- ii. Director Lloyd volunteered to be treasurer. No other nominations. All in favor.
  - iii. Director Russell nominates Director Dukelow as Vice Chair. Director Lloyd seconds nomination. All in favor.
  - iv. Director Lloyd nominates Director Russell as Chair of the Board. All in favor.
- b. Board Committees
- i. Finance Committee: Treasurer and Chair
  - ii. Policy Committee: Director Lloyd nominated to chair the policy committee. All in favor.
  - iii. Academic Excellence Committee: Director Visser will join this committee

C. Establish Regular Meeting Date/Time

a. Regular Meetings of the Governing Board of North Star Charter School will be held at 6:00 p.m. on the fourth Wednesday of the month at North Star Charter School, 839 N. Linder Rd, Eagle, Idaho.

- i. Clerk will look at school breaks and adjust dates to send to Board members.

D. Designation of Public Places for Posting of Public Notices

a. Notices will be posted on website and front door of school 48 hours in advance of meeting

E. Authorization to Sign Checks

- a. Will remain the Treasurer, Chair, and Vice Chair
- b. Director Lloyd looking into this and will bring a recommendation for check signatures to next meeting

## **CONTINUING SCHOOL BUSINESS**

A. School Report

a. Ms. Andersen reported that all new staff has been hired for upcoming school year. Provided IB scores document to the board. Highlighted that 63% of students going for the IB diploma did earn it. Reported that there are many strong areas, and is pleased with the strong direction the program is going.

b. Ms. Davis is focusing on hiring paras. Teachers are hired. Finishing office remodel and getting ready to begin school year.

B. Development Report

a. Ms. O'Donnell gave report of the past year's numbers. To date has received \$149,168; with \$182,353 committed.

- i. Campaign Participation: 100% Board Members, 38% staff, 37% current parent. Goal for next year is to increase participation.

- ii. Ms. O'Donnell gave reflections for the year, and strategies for next year.

b. Campaign Progress: currently in the bidding process and looking at first action items for Phase 1. Development Committee has been meeting over the summer and discussing strategies for the upcoming year.

c. Ms. O'Donnell reported on an opportunity with a company called SunRock, and will report more as details emerge.

C. PTO Report

a. Ms. Upchurch reported that PTO is restructuring. She and Ms. Dukelow will be working together. Elections to be held in the next few weeks.

b. Ms. Jedry received a donation from St. Luke's of two AEDs for the school. AED/CPR training being done for staff members at a discounted rate.

## **BOARD BUSINESS**

A. Calendar Change

a. Chair Russell made an approved change to the school calendar to free up August 21<sup>st</sup> for the Eclipse, and add it back on the calendar as June 1<sup>st</sup>, the last day of school.

b. **Motion to ratify the calendar change, Director Gittings. Seconded by Director Lloyd. All in favor. Motion passes.**

## **BOARD COMMITTEE REPORTS**

A. Academic Excellence Committee

a. No report this month

B. Finance Committee

a. The finance committee met today for information only. Audit report will come before the Board in September.

C. Policy Committee

a. Two policies brought before the board as a first read. Ms. Andersen gave summary of current policies, and the changes needed to reflect North Star's current needs and practice.

i. Policy No. 602.9 Online Learning Opportunities

ii. Policy No. 603.20 High School Credits and Graduation

b. Board will review and discuss. Policies will be brought back in August for approval.

## **CONSENT AGENDA**

A. Contracts

B. Check Register

C. Minutes 6/28/17

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

## **ADJOURNMENT**

Motion to adjourn, Director Visser. Seconded Director Russell. All in favor. Motion passes.

The Annual Meeting of the Board was adjourned at 8:04pm.

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Chair of the Board

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Clerk of the Board