

Minutes
North Star Charter School
Board of Directors
May 17, 2017

REGULAR MEETING

- A. The regular meeting was called to order at 6:06 pm by Chair Russell
- B. Roll Call
 - a. Present: Chair Russell, Director Dukelow, Director Lloyd, Director Gittings
 - b. Not Present: Vice Chair Cross
- C. Approval of Agenda
 - a. Amendments: Add Edgar Compliance Policy 808.1 under Board Committee as item e.
 - b. **Motion to approve agenda as amended, Director Dukelow. Seconded by Director Gittings. All in favor, 4 for; none against. Motion passes.**

CONTINUING SCHOOL BUSINESS

- A. School Report
 - a. Graduation: all board members are invited to graduation, which will be held at NSCS.
 - b. ISAT and IB Testing
 - i. Ms. Drain said preliminary results are here and overall math scores look strong. Still waiting to see ELA scores.
 - ii. IRI tests are almost complete. Overall scores are looking good.
 - 1. Full report to be given at June Board Meeting.
 - c. Year-End Wrap Up
 - i. Evaluations are being completed; culture survey went out to all stakeholders.
 - ii. A few teachers are retiring; their positions have been filled for next year with strong hires.
 - iii. Ms. Andersen reported that Science Teacher Jill Hettinger will be teaching high school science next year. Middle school science teacher position is posted.
- B. Development Report
 - a. Ms. O'Donnell has been working on RFQ for Landscape Architect and Construction Management Firm to begin work this summer.
 - b. Joanna attended Council for Advancement of Schools in Education Conference in Chicago the past week. Conference focused on working with foundations, grants, and corporate relations, amongst other related topics.

- c. Marketing video is finalized. Will be emailed to the board for their viewing. The video will be used as a tool for corporate and major donors this summer.

C. PTO Report

- a. Ms. Upchurch reported that PTO is still collecting Fun Run money, and has collected \$10,500 so far. Box Tops came out and filmed the event to create a video. High family participation for this event.
- b. Mini-Economy Carnival set for 5/18-5/19. PTO is ready for the event.

BOARD BUSINESS

A. Board Election Update

- a. During the May 4th Special Meeting, Abe Lloyd and Percy Chan were approved as the candidates on the election ballot. Ballots were sent out to all stakeholders on May 5th.
- b. Return ballots, postmarked by May 19th, will be eligible for a counted vote. Clerk of the Board and representative from Borton-Lakey Law Firm will pick up ballots on May 25th to count results.
- c. Results announced 5/26/17.
- d. Community Seats Update: two open seats and two applicants for those seats. Chair Russell reported they are two very strong candidates with good credentials, and is full supportive of bringing them on.
 - i. One seat can be filled immediately, other will be filled in July upon completion of Vice Chair Cross's term completion.
- e. **Motion to appoint Jennifer Visser to begin immediately, and Jenna Balch to join Board of Directors in July 2017, Director Lloyd. Seconded by Director Gittings.**
 - i. Discussion: Board would have liked to have Vice Chair Cross in attendance, but family circumstances caused absence and board is on tight a timeline.
 - ii. All in favor, 4 for; none against. Motion passes unanimously.

B. Sports Complex/Playground Landscape Architect & Construction Management Recommendations

- a. Two strong candidates for landscape architect. Team would like to move forward with Breckon Land Design for the job. One candidate for the Construction Management firm: Kreizenbeck Constructors
 - i. Due to close summer deadlines, Chair Russell will sign off on moving forward with Breckon Land Design and Kreizenbeck in the interim, and it will be brought back to the June Board Meeting.
- b. Sports Complex/Playground Campaign was featured in the May 4th Edition of the Idaho Business Review, included an interview with Joanna O'Donnell and a picture of the schematic of the project.

C. Administration Evaluation Process Update

- a. Vice Chair Cross and Director Gittings have discussed the administration evaluation process.
 - i. NSAT has a June 1st deadline to complete evaluation, and will use a self-evaluation written by the CCSSO Group: The Professional Standards for Educational Leaders, as well as complete professional and personal goals for entering the new school year.
 - ii. All members of the administration team will complete the evaluation.

BOARD COMMITTEE REPORTS

A. Academic Excellence Committee

- a. Committee did not meet this month. Ms. Drain has been working on items for the Charter School Commission. The commission requires measurable surveys.
 - i. Climate Survey has gone out to all stakeholders, including students. Students are completing survey at school.
 - ii. IRI is another measurable survey in the charter. Also looking at the numbers of graduates going on to secondary education.
 - iii. Academic testing results are coming back and NSCS is above state average. Ms. Drain will meet with committee before next board meeting and report back.
 - iv. Ms. Drain reported we met all goals for the Literacy Plan for IRI.

B. Policy Committee

- a. Motion to approve Policy No. 503.7, No. 603.20, No. 504.0, by Director Lloyd. Seconded by Director Gittings. All in favor. Motion passes unanimously.
- b. Guns on Campus 1004.0- Second Read
 - i. Discussion: Tom Weber has been hired in a security roll. Board and NSAT team discussed what other schools in the area are doing in regards to safety and security. Team wondered if others schools have guns on campus. Common practice for SRO to carry, but not security personnel.
 - ii. This policy would prohibit guns unless special circumstances with approval by the board.
 - iii. Director Lloyd and Mr. Borton will discuss with the administration team. Will defer 1004.0 to the next meeting.
- c. Edgar Compliance Policy 808.1
 - i. School needs to have adopted a number of policies to receive and properly administer funds. Ms. Drain, Mr. Borton, Mr. Coburn, and Ms. Jedry are working on these.
 - ii. Mr. Borton will circulate and bring back to June board meeting for board approval.

CONSENT AGENDA*

The Governing Board reviews the enclosures under Consent Agenda. If a Board Member elects, any Consent Agenda item may be pulled and discussed at the

meeting. If no item is pulled, acceptance will be automatic under the motion for the Consent Agenda.

- A. Contracts
- B. Check Register
- C. Regular Meeting Minutes 4-26-17
- D. Special Meeting Minutes 5-4-17
- E. Motion to approve consent agenda Director Gittings. Seconded by Director Lloyd. No discussion. All in favor. Motion passes.

**For items in the consent agenda: the originator of the item must provide a brief paragraph pertaining to the item explaining key details. This description will accompany the materials.*

ADJOURNMENT

Note: The Governing Board meets on the fourth Wednesday of each month at 6:00 p.m. On holidays, or when a conflict occurs, the meeting may be held at an alternate time and/or date that will be posted in the designated places. No special meetings will be held without at least a twenty-four hour meeting and agenda notice.

- A. Motion to adjourn Director Dukelow. Seconded by Director Gittings. All in favor. Motion passes.
 - a. Meeting adjourned at 7:06 pm.

Chair of the Board

Clerk of the Board