

Minutes  
North Star Charter School  
Board of Directors  
December 14, 2016

**REGULAR MEETING**

- A. The regular meeting was called to order at 6:08 by Chair Russell
- B. Roll Call
  - a. Present- Chair Russell, Vice Chair Cross (by telephone), Director Dukelow, Director Gittings
  - b. Not in Attendance- Director Lloyd
- C. Approval of Agenda
  - a. ***Motion to remove Finance Committee from agenda and approve agenda with change: Director Gittings, Seconded by Director Dukelow, motion passes unanimously***

**BOARD BUSINESS**

- A. Board Training & Development
  - a. Joe Borton provided board training. Discussed legal components, bylaws, and regulations that apply to board members
  - b. Board training- 40 minutes
- B. Academic Excellence Committee
  - a. Academic Excellence Committee draft discussed by board members and questions brought forward.
  - b. Grammatical revisions and edits to be sent to Sheri Drain to correct on document.
  - c. Discussion: define what is “Academic Excellence”, specify middle school & high school grades make up the secondary school, will have an organized meeting of the committee before parents are invited to join.
  - d. Chair Russell will recruit board members to sit on this committee to discuss at January meeting.
  - e. ***Motion to approve and adopt the draft of the Academic Excellence Committee, subject to changes discussed: Director Dukelow, Seconded by Vice Chair Cross, Board members agree to edits. Motion passes unanimously.***
- C. Succession Planning
  - a. Chair Russell and Mr. Coburn processed 45 applications, and conducted 4 interviews for the Business Manager Position.
  - b. Administration team, Joanna O’Donnell, and Amy Weber met with top two candidates.

- c. ***Motion to move into Executive Session to discuss personnel IC §74-206(1)(a),(b): Director Gittings, seconded Director Dukelow.***
- d. Moved into Executive Session 7:06pm.
  - i. Roll Call for Executive Session: Chair Russell, Vice Chair Cross, Director Gittings, Director Dukelow
  - ii. ***Motion to end Executive Session: Director Dukelow, seconded Director Gittings. Motion passes unanimously.***
  - iii. Executive Session Adjourned 7:34pm
- e. ***NSAT makes a recommendation to the board to create a set of conditions for Candidate A. Will schedule a meeting with candidate and the board. Agree to terms and conditions subject to final approval of the board. Motion to approve: Director Dukelow, Seconded by Director Gittings.***
  - i. Management team will negotiate within salary range as part of the current salary structure.

#### D. PCSC Annual Report

- a. Public Charter School Commission (PCSC) has the responsibility to evaluate the performance of charter schools.
- b. Draft evaluation has been seen. The management team has the right to comment and discuss the draft with the PCSC before it is finalized.

### CONTINUING SCHOOL BUSINESS

#### A. School Report

- a. Administration team attended a conference in Canada the first weekend of December. Ms. Davis and Ms. Andersen presented on Student and Teacher Voice, and attended other learning sessions. (Details in attached Principal's Report)
- b. Live Lockdown this week during school hours. 12 Police officers at North Star for the exercise. Following drill, officers provided suggestions on how to approve. Another lockdown drill will happen in the Spring.
- c. Elementary and Secondary calendar presented for 2017-18 school year.
- d. ***Motion to approve 2017-18 School Calendar: Director Gittings, Seconded by Director Dukelow. Motion passes unanimously.***

#### B. Development Report

- a. Ms. O'Donnell provided an update of the campaign so far
  - i. \$131,371 raised as of 12/13/16 with 12% current family participation
  - ii. Campaign Committee 2<sup>nd</sup> Annual Phone-a-thon 12/14/16

### BOARD COMMITTEE REPORTS

#### A. Finance Committee

- a. Motion approved to remove from the agenda

### CONSENT AGENDA

- A. The Board reviews the enclosures under the Consent Agenda. If a board member elects, any consent agenda 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. Contracts
  - b. Check Register
  - c. Minutes 11/16/16 Meeting
    - i. ***Motion to approve consent agenda: Director Dukelow, Seconded by Director Gittings. No discussion. Motion passes unanimously.***

#### **EXECUTIVE SESSION**

- A. **Motion to move into executive session to discuss personnel IC §74-206(1)(a),(b): Director Gittings, Seconded by Director Dukelow.**
  - a. Executive Session called to order 8:28 pm.
  - b. Present: Chair Russell, Director Dukelow, Director Gittings
- B. Motion to end Executive Session: Director Gittings, Seconded by Director Dukelow
  - a. Meeting adjourned 8:53pm

#### **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 hours meeting and agenda notice.**

---

Chair of the Board

---

Clerk of the Board