

Regular Meeting Agenda
Governing Board
North Star Charter School
November 16, 2016

PUBLIC SESSION: This session is a public session for the purpose of conducting school district business in public, patron comment will be provided for in accordance with the established agenda. The Board will consider the regular monthly agenda. This meeting is held at North Star Charter School, 839 N. Linder Rd, Eagle, Idaho.

OPENING OF MEETING 6:00 P.M.

- | | | |
|----|---|---------------|
| A. | Call Meeting to Order | Chair Russell |
| B. | Roll Call | Clerk |
| C. | Flag Salute | Chair Russell |
| D. | Approval of Agenda (Discussion/Action)

(Discussion/Action) | Chair Russell |

CONTINUING SCHOOL BUSINESS

- | | | |
|----|--------------------|-----------------------------|
| A. | School Report | Andersen/Davis/Drain/Coburn |
| B. | Development Report | Joanna O'Donnell |
| C. | PTO Report | PTO President |

BOARD BUSINESS

- | | | |
|----|--|---------------|
| A. | Board Training - update | Chair Russell |
| B. | Academic Excellence Committee - update | Chair Russell |
| C. | Succession Planning | Chair Russell |
| D. | Action List from Prior Meeting | |
| | a. Board Training 11/9-11/11 | Done |

- b. Board to discuss Admin Draft of AEC Done
- c. Admin to Provide Succession Planning List Done
- d. Admin to report back on Status of Business Manager Job Listing Update
- e. Admin to report back on the establishment of Development Account and changes to check signatories
- f. Policy Committee to recommend approval of Policy # 505.0

BOARD COMMITTEE REPORTS

- B. Policy Committee Director Lloyd
 - a. Internet Usage Policy No. 505.0

CONSENT AGENDA* (Discussion/Action)

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. Minutes

**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.

North Star Charter School

Early Enrollment and Waitlist Report 2016-17

		11/14/16		
		ENROLLMENT 2015-16		
		Prelim	Budget	Var
Grade	Final 2015-16	2016-17		
	78	88	2	
	90	84	0	
	90	90	0	
	96	96	0	
	96	96	0	
	105	96	0	
6	105	105	0	
Total K -	660	655	2	
7	95	95	17	
8	81	86	10	
9	33	49	17	
10	26	27	10	
11	24	24	7	
12	25	25	2	
Foreign Exp	6	10	?	
Total 7 - 12	290	316	52	
Totals	950	971	54	

At Start of School		2016-17		Change	In Process
As Of	As of	24-Oct	11/14/2016		
	88	88	88	0	
	84	84	84	0	
	90	90	90	0	
	96	96	96	0	
	96	96	96	0	
	96	96	96	0	
	105	103	103	(2)	
	655	653	653	(2)	0
	102	102	102	0	1
	88	87	87	(1)	1
	59	59	59	0	1
	35	36	36	1	
	20	20	20	0	
	22	22	22	0	
	9	9	9	0	
	335	335	335	0	3
	990	988	988	(2)	3

Waitlist 2016-17		11/14/16		10/24/16	
Grade					
K	90	89	1	89	1
1	49	47	2	47	0
2	55	58	(3)	58	3
3	59	58	1	58	0
4	85	84	1	84	0
5	73	73	0	73	0
6	0	2	(2)	2	0
K - 6	411	411	0	411	1
7	1	1	0	1	0
8	0	0	0	0	0
9	1	3	(2)	3	0
10	0	0	0	0	0
11	0	0	0	0	0
12	0	0	0	0	0
FE	0	0	0	0	0
7 - 12	2	4	(2)	4	4
Total	413	415	(2)	415	415

(*) Per Power School 11/14/16
 (**) Per waitlist data 11/14/16

North Star Charter School
Snapshot Cash and State Funding to Date
as of 11/15/16

	Period End Cash Balances Actual vs. Budget									
	09/30/16	10/31/16	11/30/16	12/31/16	01/31/17	02/28/17	03/31/17	04/30/17	05/31/17	06/30/17
Actual Cash Balance	1,329,882	819,734	-	-	-	-	-	-	-	-
Budgeted Cash Balance	1,256,341	803,153	1,227,100	790,298	362,123	874,477	427,809	307,906	646,064	214,141
Variance	73,541	16,581								

	SDE Funding Actual vs Budget					Annual
	Advance (1)	Advance (1)	True up (2)	Update (3)	Final (4)	Total
	08/15/16	11/15/16	02/15/17	05/15/17	07/15/17	
Actual Funding	2,448,383	977,986	-	-	-	3,426,369
Budget Funding	2,392,994	967,380	967,380	509,148	254,574	5,091,476
Variance	55,389	10,606				

MEMORANDUM

To: Board
From: GSC
Date: 11-16-16
Subj: Contracts

1. The following is a list of vendor contract for Board ratification on 11-16-16.

<u>Vendor</u>	<u>Service</u>	<u>Date</u>	<u>Term</u>	<u>Annual Amount</u>
Ratify: TML LLC - Heating and A/C	HVAC	11/02/16	1Yr	\$ 435.83/mo.

2. The following is a list of teacher/coach contracts for Board action on 11-16-16

Approve:

Trevor Holladay	8 th Grade GBB	10/17/16	1 Season	\$ 1,336
	JV BBB	11/11/16	1 Season	\$ 2,806
	HS Ass't Track	02/27/17	1 Season	\$1,670

STATE OF IDAHO SUPPLEMENTAL CONTRACT FORM

THIS AGREEMENT, Made this **15th** day of **September** year of **2016**, by and between North Star Charter School Charter School in Eagle, Idaho ("the School"), and **Trevor Holladay** ("the Employee"),

WITNESSETH:

1. The School hereby contracts to hire the Employee to perform an extra duty assignment in the following areas:
2. **8th grade Girls Basketball Coach** for a period beginning on the **17th day of October**, in the year of **2016**, and extending to the **2nd day of December**, in the year of **2016**, at the compensation rate or fixed amount of **One thousand three hundred thirty-six dollars (\$1,336)** until the Employee's contract has been fulfilled.
3. **High School JV Boys Basketball Coach** for a period beginning on the **11th day of November**, in the year of **2016**, and extending to the **6^h day of March**, in the year of **2017**, at the compensation rate or fixed amount of **Two thousand eight hundred six dollars (\$2,806)** until the Employee's contract has been fulfilled.
4. **High School Assistant Track Coach** for a period beginning on the **27th day of February**, in the year of **2017**, and extending to the **19th day of May**, in the year of **2017**, at the compensation rate or fixed amount of **One thousand six hundred seventy dollars (\$1,670)** until the Employee's contract has been fulfilled.
5. Said total compensation shall be paid in **6 installments**, in the amount of **\$968.67**, on the **25th** day of each month for the performance of the extra duty assignment, beginning in the month of **November** in the year of **2016**, and ending in the month of **April** in the year of **2017**.
6. The Employee will, at all times, faithfully perform all of the duties that may be required pursuant to the express and implicit terms hereof, to the reasonable satisfaction of the School. Such duties shall be rendered at School premises and such other place or places as the School shall in good faith require or as the interests, needs, business or opportunity of the School shall require.
7. The Terms of Employment of this Contract shall remain in effect for the period set forth above and concerns the extra duty described herein. This Contract is separate and apart from any certificated employee's regular duties and any Category 1, 2, 3, Renewable, or Retired Teacher Contract.
8. It is understood and agreed between the parties that this Contract is subject to the applicable laws of the State of Idaho, the duly adopted rules of the State Board of Education and the policies of the School which are, by reference, incorporated herein and made a part of this Contract the same as if fully set forth herein, and that no property rights attach to this Contract beyond the term of this Contract. It is further understood that this Contract excludes any expectation of employment beyond the terms given herein, and the procedural requirements of Section 33-515A, Idaho Code.

IN WITNESS WHEREOF the School has caused this Contract to be executed in its name by its proper officials and the Employee has executed the same all on the date first above written.

NORTH STAR CHARTER SCHOOL



EMPLOYEE

ADA COUNTY, STATE OF IDAHO

By _____ CHAIRMAN
BOARD OF DIRECTORS

Attest: _____
ADMINISTRATOR OR CLERK



PEAK PERFORMANCE SERVICE AGREEMENT
PRICING AND ACCEPTANCE

Customer North Star Charter School
Billing Address 839 N Linder
Eagle, ID 83616
Contact Dan Morgan 353-5548

TML HEATING AND A/C

Also referred to as the Service Company, agrees to furnish services in accordance with the General and Supplemental Terms and Conditions and each Peak Performance Maintenance Schedule.

Equipment to be Serviced

- (35) Carrier Roof Top Units
- (1) Exhaust Fan
- (1) Carrier ductless mini split cooling system
- (2) Bard units for the portable.

Maintenance Program:

Cooling Maintenance.....\$2,212.50
(Includes pleated filters, condenser coil cleaning, belt replacement and full inspections of the cooling components)
Heating Maintenance.....\$1,780.00
(Includes pleated filters and full inspections of the heating components)
Filter replacement (includes filters and labor).....\$1,235.00

Annual Investment: \$5,230.50
(Billed \$1,743.5 per visit)

Customer Acceptance:

Signature [Signature]
Title Director of Finance
George S. Coburn
(Type or Print Name of Signer)

Acceptance Date 11/2/12

Service Company Approval:

Signature [Signature]
Title Commercial Account Manager
Bill Henning

Date 9/14/2016

PEAK PERFORMANCE SERVICE AGREEMENT
SUPPLEMENTAL CONDITIONS

1. This Agreement provides two complete maintenance visits and one filter replacement per year. Pleated filters will be provided on each maintenance visit. Condenser coil cleaning and belt replacement will be performed during the cooling visit.
2. Coil Cleaning.....Condenser Coil Included X Not Included
Evaporator Coil Included Not Included X
3. This Agreement provides a 10% discount off parts and labor for additional service.
4. This Agreement provides priority service. TML will respond to the Customer's request for emergency service before providing service to any customer who does not have a Service Agreement.
5. Preventive Maintenance is to be performed during regular working hours (8:00am – 5:00pm Monday through Friday) unless prior arrangements are made.
6. Upon completion of each Peak Performance Inspection, TML will provide the Customer with a comprehensive inspection report listing work performed, defects found and corrected, and any recommended corrective action.
7. Any additional expense incurred from repairs require in excess of the scheduled maintenance that totals \$150.00 or more will require written authorization from the Client or representative prior to completion of repairs.
8. TML shall maintain the Customer's equipment to keep utility and repair cost as low as possible, while preserving equipment reliability and life. Occupant comfort will always be a primary consideration.
9. The Customer shall operate the equipment in accordance with the manufacturer's recommendations and promptly notify the TML of any abnormal conditions.
10. Any additional services that are not part of this agreement, shall be billed at the prevailing time and material rate, less the discount listed above.
11. There will be "No Overtime" charged to maintenance agreement customers.

GENERAL TERMS AND CONDITIONS

1. TML LLC agrees to provide a comprehensive maintenance program designed to reduce your utility and repair costs, after any existing defects are corrected.
2. The customer agrees to furnish safe, reasonable access to the building and covered equipment. The customer will remove any material, fixtures, or walls so adequate access can be gained to the equipment.
3. This agreement does not include the maintenance, repair, or replacement of recording or portable instruments, electrical disconnect switches, casing or cabinets, insulation, gas lines, water lines or non-moving parts as ductwork, vessels, boiler shells, tubes, vents, flues, grilles, tower fill or refractory material. TML LLC shall not be required to furnish any equipment, service or materials or to perform test, or make any modifications that have been recommended or required by any insurance company, governmental authority, equipment vendor or regulatory authority, or pay any future taxes imposed by any governmental agency.
4. TML LLC shall not be liable for:
 - a) damage or loss resulting from freezing, corrosion, electrolysis, vibration, plumbing stoppage, failure of any utility service, low voltage condition, lightning, single phasing, or any other electrical abnormalities;
 - b) damage or loss resulting from negligence, faulty system design, abuse, acts of God, malicious mischief, vandalism or improper operation of equipment by customer's employees, agents or tenants;
 - c) damage, loss or delays resulting from fire, explosion, flooding, the elements, strikes, labor troubles, civil commotion or any other cause beyond its control;
 - d) any accident, injury, damage, or loss to equipment, personnel, property or revenue unless directly caused by its negligence;
 - e) any indirect or consequential damages such as, but not limited to, loss of revenue or loss of use of any equipment, process or facilities;
 - f) any identification, abatement, encapsulating or removal of any hazardous material including those containing asbestos. If any hazardous materials are detected during the course of work, the Service Company can discontinue the work until the hazard has been eliminated, and shall receive an extension equal to the time of delay to complete the work. The Service Company reserves the right to be compensated for any loss due to a delay caused by asbestos or any other hazardous material.
5. Unless otherwise noted, TML LLC shall not be liable for starting and stopping equipment, space temperature regulation, air or water balance, indoor air quality, equipment relocation or maintenance or repair other than during normal working hours. If Customer requests work be performed other than during normal hours, the Customer agrees to reimburse the Service Company for additional charges.
6. TML LLC shall use ordinary care in performing the tasks outlined in this agreement. No inspection shall guarantee the condition of the equipment or eliminate obsolescence and normal wear.
7. The occurrence of any of the following without prior written consent of the Service Company will constitute a default:
 - a) failure by the Customer to make any payment due within ten days after it becomes due and payable;
 - b) any alterations, additions, adjustments or repairs to covered equipment, by anyone other than the Service Company;
 - c) Breach by Customer of any term of this Agreement. If TML LLC brings legal action to enforce this Agreement, and is successful, it shall be entitled to recover reasonable attorney fees and the cost of litigation in addition to any judgment for damages.
8. **This Agreement begins on the date of acceptance and shall remain in force for the term stated. Thereafter, it shall be automatically renewed and shall continue in effect for successive renewal periods of one year unless either party gives the other written notice of termination at least 30 days before the anniversary date.** With 45 days written notice, the Service Company may add or delete equipment or services and increase or reduce the Agreement price. Customer shall have the right to terminate if any changes are not acceptable.
9. This Agreement contains the entire understanding between the TML LLC and the Customer. Any modifications, amendments or changes must be in writing and signed by both parties.

*** CHECK RE	NORTH STAR CHARTER SCHOOL	11/15/2016	PRINT:11/15/16	MO-YR: 10-2016-10-2016
REFR #	VENDOR	AMOUNT	DATE	DESCRIPTION

17163	HOME DEPOT	500	10/4/2016	REFILL HOME DEPOT CARD
17164	CENTURY LINK	19.95	10/4/2016	TELEPHONE CHARGES
17165	*** DISBURSEMENT***	118.75	10/4/2016	REFUND ACTIVITY CARD 75%
17166	*** DISBURSEMENT***	13	10/4/2016	REFUND LEADERSHIP BOOK OVERPAY
17167	BIO-RAD LABORATORIES	198.2	10/4/2016	SECONDARY SCIENCE SUPPLIES
17168	BOISE STATE UNIVERSITY	2875	10/4/2016	BULLY PREVENTION
17169	INTERMOUNTAIN GAS CO.	87.68	10/4/2016	MONTHLY UTILITY BILL
17170	MELISSA ANDERSEN	84.59	10/4/2016	IB SUPPLIES
17171	OFFICE DEPOT	612.97	10/4/2016	OFFICE SUPPLIES
17172	CENTURY LINK	64.27	10/4/2016	TELEPHONE CHARGES
17173	SHERI CRAIG	13.59	10/4/2016	ELEMENTARY ART SUPPLIES
17174	STATE INSURANCE FUND	1631	10/4/2016	WORKERS COMP INSURANCE
17175	WAXIE SANITARY SUPPLY	1261.63	10/4/2016	MAINTENANCE SUPPLIES
17176	MILLINGTON ZWYGART	8200	10/4/2016	2016 ANNUAL AUDIT FEES
17177	FREY SCIENTIFIC	386.39	10/4/2016	SECONDARY SCIENCE SUPPLIES
17178	HOLLI PUCKETT	245.7	10/5/2016	PAYROLL ADVANCE
17179	SARADA ARAVAPALLI	231.75	10/5/2016	PAYROLL ADVANCE
17180	NETWORK BILLING SYSTEMS LLC	204.63	10/11/2016	TELEPHONE CHARGES
17181	ALARM STAR CO	180	10/11/2016	QUARTERLY MONITORING
17182	BROWN BUS	47857.85	10/11/2016	SEPTEMBER 2016 TRANSPORTATION
17183	IDLA	600	10/11/2016	IDLA CLASSES
17184	QUALITY ART INC.	259.59	10/11/2016	ELEMENTARY ART SUPPLIES
17185	KELLY WILLIAMS MS CCC-SLP	3750	10/11/2016	SPED SERVICES SEPT 2016
17186	KAREN TOERNE PLLC	1532.5	10/11/2016	SCHOOL PSYCHOLOGY SERVICES
17187	NORTH STAR CHARTER SCHOOL PTO	32.63	10/12/2016	AMAZON SMILE 8/15 PAYMENT TO DC
17188	*** REIMBURSEMENT***	200.63	10/14/2016	ALL DAY KINDER SUPPLIES
17189	CASEY HAWKINS	94.5	10/14/2016	MATH SHACK REIMBURSEMENT
17190	QUINN VANPAEPEGHEM	150	10/14/2016	CLINICIAN
17191	WEST ADA SCHOOL DISTRICT	0	10/14/2016	** VOID **
17192	Joanna ODonnell	196.68	10/14/2016	MARKETING MATERIALS
17193	DAN CONTI	110.7	10/14/2016	MILEAGE REIMBURSEMENT
17194	REPUBLIC SERVICES #884	544.77	10/17/2016	TRASH SERVICE
17195	ARKADIN INC	15.72	10/17/2016	CONFERENCE CALLING
17196	CITY OF EAGLE	422.31	10/17/2016	WATER BILL
17197	COBRA HELP	31.2	10/17/2016	COBRA ADMINISTRATION
17198	D & B BRITE LITES	142.28	10/17/2016	LAMINATE
17199	EAGLE SEWER	544	10/17/2016	SEWER BILL
17200	OFFICE DEPOT	1728.16	10/17/2016	ADMIN SUPPLIES
17201	CENTURY LINK	170.49	10/17/2016	TELEPHONE CHARGES
17202	U.S. BANK EQUIPMENT FINANCE	854.85	10/17/2016	COPIER LEASE
17203	VERITAS MAINTENANCE INC	5273	10/17/2016	JANITORIAL SEPT 2016
17204	WAXIE SANITARY SUPPLY	1183.53	10/17/2016	JANITORIAL SUPPLIES
17205	HOME DEPOT	500	10/19/2016	REFILL GIFT CARD FOR MAINTENANCE
17206	STUDENTTREASURES AQUISITION	187.2	10/20/2016	2015-16 3RD GRADE BOOK PROJECT
17207	THE MATH LEARNING CENTER	25680	10/20/2016	BRIDGES LEARNING PACK
17208	ZOO BOISE	287.5	10/20/2016	2ND GRADE FIELD TRIP 2016

REFR #	VENDOR	AMOUNT	DATE	DESCRIPTION
17209	ASHLEY KOCH	99.18	10/21/2016	CURRICULUM SUPPLIES
17210	MELISSA ANDERSEN	20	10/21/2016	PROFESSIONAL DVLP FOR B PETTIT
17211	ROBERT THOMPSON	55.62	10/21/2016	MILEAGE REIMBURSEMENT
17212	SHAY DAVIS	69.22	10/21/2016	CELL PHONE REIMBURSEMENT
17213	THE SIGN CENTER	411.77	10/21/2016	CAUTION SIGNS FOR PARKING LOT
17219	ALARM STAR CO	5860.27	10/24/2016	REPLACE MAIN STRIKE/LABOR
17220	DESIGN SPACE MODULAR BUILDING	1645	10/24/2016	MODULAR RENTAL10/16-11/16
17221	IDAHO POWER	3569.91	10/24/2016	MONTHLY POWER BILL
17222	MAKEMUSIC	399	10/24/2016	SMARTMUSIC TEACH PLATFORM
17223	OFFICE DEPOT	121.52	10/24/2016	SECONDARY SCIENCE SUPPLIES
17224	PAIGE MECHANICAL	1966	10/24/2016	TRI ANNUAL BILLING
17225	QUALITY ART INC.	10.22	10/24/2016	ELEMENTARY ART SUPPLIES CRAIG
17226	INVOLTA	1318	10/24/2016	FIBER WTF
17227	TERMINIX PROCESSING CENTER	120	10/24/2016	PEST CONTROL
17228	WEST VALLEY TECHNICAL SERVICES	3750	10/24/2016	TECHNOLOGY SUPPORT SEPT
17229	EVERBANK	127.2	10/24/2016	COPIER LEASE
17230	WALTER BASHAW	561.2	10/25/2016	XX COACH FEES
17231	BOISE GUTTER	834	10/25/2016	GUTTER INSTALL FOR MODULARS
17232	KYLE DOWNS	100	10/25/2016	FALL DANCE PREP
17233	DESIGN SPACE MODULAR BUILDING	19088	10/25/2016	RENT MODULARS 08/16-09/16
17234	ANA MAMANI	501	10/26/2016	MS GIRLS VBALL COACH FEE
17250	BLUE SHIELD OF IDAHO	0	10/28/2016	** VOID **
17251	HEALTH EQUITY INC	2646	10/28/2016	HSA EMPL CONTR
17252	LIFEMAP ASSURANCE COMPANY	2157	10/28/2016	DENTAL INS
17253	PUBLIC EMPLOYEE RETIREMENT	32833.82	10/28/2016	EMPL PERSI
17254	UNITED HERITAGE	508.22	10/28/2016	LIFE INS
17255	WELLS FARGO BANK	20680.22	10/28/2016	EMPL SHARE FICA
17256	VERITAS MAINTENANCE INC	13550	10/28/2016	TURF INSTALL EXCAVATE PREP
17257	MELISSA ANDERSEN	157.68	10/28/2016	TEACHER DINNER P/T CONF
17258	PSAT/NMSQT	24	10/28/2016	TESTING FEES
17259	DeETTE HUELSE	787.84	10/28/2016	SUPPLIES FOR DECA
17260	DECA INC	448	10/28/2016	MEMBERSHIP DUES

Minutes
North Star Charter School
Board of Directors
October 26, 2016

REGULAR MEETING

- A. The regular meeting called to order at 6:00 PM by Chair Russell.
- B. Roll Call:
 - a. Present – Chair Russell, Vice Chair Cross, Director Dukelow and Director Gittings
 - b. Absent: - Director Lloyd
- C. Approval of Agenda:
 - a. *Motion: To approve the agenda, Chair Russell, seconded by Vice Chair Cross, motion passed unanimously.*

CONTINUING SCHOOL BUSINESS

- A. School Report:
 - a. Ms. Davis and Ms. Andersen provided an overview of their written reports.
 - b. Ms. Drain provided an overview of Milepost, the school’s student data management system, and performed a demonstration of its use and value to teachers.
- B. Development Report:
 - a. Ms. O’Donnell provided an overview of the Sports Complex and Playground Campaign and reported:
 - i. Appeal letters have gone out to parents, staff and board members providing information about the Sports Complex and Playground Campaign,
 - ii. Reviewed the goals of the Campaign, and reported
 - iii. The Honorable Mr. Stan Ridgeway, Mayor of the City of Eagle, visited North Star to learn more about the campaign and received a tour of the school and observed several classrooms.
 - b. The Board will be provided regular updates regarding the progress of the campaign.
- C. PTO Report:
 - a. Fall Carnival was a success and added funds to the PTO Treasury. The majority of funds resulted from sales of North Star T-shirts.
 - b. The On-line store is now ‘live’ and available to purchase additional items. There is a link on the North Star website to access the store.

BOARD BUSINESS

10.

- A. Board training:
 - a. Board was reminded of two Board training opportunities. All Board members are encouraged to attend.
- B. Proposed Committee - Academic Excellence Committee (AEC):
 - a. Ms. Davis to distribute the Academic Excellence Committee draft document.
 - b. Board to review and will discuss next steps at the next regular board meeting in November.
- C. Succession planning:
 - a. Chair Russell discussed the need for continuing succession planning at the administration level.
 - i. Asked NSAT to put together a succession planning list.
 - b. Chair Russell discussed the draft job description for Business Manager
 - i. Board members to provide feedback by end of the week.
 - ii. Administration to post job description by November 1.
 - c. Board to discuss progress at the next regular board meeting in November.

COMMITTEE REPORTS

A. Finance Committee:

Director Dukelow requested George Coburn to present the Finance Committee report.

- a. Enrollment Report – current enrollment 990 Students.
- b. Financial Report – Mr. Coburn presented the quarterly financial report for the period ended September 30th and the cash report at September 30th. In addition, presented the check register for the month of September.

Motion: To approve the September Financial report and Check Register, Director Dukelow, seconded by Vice Chair Cross, motion passed unanimously.

c. Bank Accounts:

- i. Administration recommends - The establishment of a Development Account at Bank of the Cascades to service the School's designated fund raising activities.
- ii. Check signing authority - Based on current year Board appointments, the Board to approve new check signing authority for the new Development Account and all other existing bank accounts held by Bank of the Cascades.

Motion: To approve Director Dukelow and Chair Russell as authorized Check signors on the new Development Account and all North Star bank accounts held by Bank of the Cascades, Director Cross, seconded by Director Gittings, motion passed unanimously.

B. Policy Committee:

- a. Internet Usage Policy No. 505.0 was distributed for 2nd reading and will be discussed at the next regular board meeting in November.

CONSENT AGENDA

A. The Board reviews the enclosures below under the Consent Agenda. If a Board member elects, any consent agenda item 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. Regular Meeting Minutes September 28, 2016
- b. Contracts as of October 26, 2016

Motion: To approve the consent agenda, Director Gittings, seconded by Director Dukelow, motion passed unanimously.

EXECUTIVE SESSION

Closed to the public

Executive Session to be held pursuant to Idaho Code 74-206 to address issues of: Personnel, Legal Issues and matters 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;
- (f) 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.

ADJOURNMENT

The Regular meeting of the Board was Adjourned at 7:22 PM.

Chair

Clerk of the Board