

**Minutes**  
**North Star Charter School**  
**Board of Directors**  
**March 22, 2017**

**REGULAR MEETING**

- A. The regular meeting called to order at 6:02pm by Chair Russell
- B. Roll Call
  - a. Present: Chair Russell, Director Gittings, Director Dukelow
  - b. Absent: Vice Chair Cross, Director Lloyd
- C. Approval of Agenda
  - a. ***Motion to approve agenda Director Gittings. Seconded by Director Dukelow. All in favor. Motion Passes***
  - b. No need for Executive Session

**CONTINUING SCHOOL BUSINESS**

- A. School Report
  - a. Administration team has been busy giving tours to prospective families; receiving lots of positive feedback
  - b. The Middle and High School track season has begun
  - c. Ms. Davis is wrapping up teachers' evaluations on the elementary side
  - d. Testing is coming up
- B. Development Report
  - a. Ms. O'Donnell reported on the success of the Daddy-Daughter Dance on March 11<sup>th</sup>.
    - i. Raised over \$4,000 with this event and able to spread information about the campaign and reenergize the community
  - b. This past month, Ms. O'Donnell has submitted 10 grant applications and Letters of Intent to apply
  - c. \$167,914 raised towards the campaign as of this date
  - d. A video promoting the campaign and North Star is being created now. Draft to be released soon
- C. PTO Report
  - a. PTO is working on Spring Events
    - i. Fun Run Color Run April 28<sup>th</sup>
    - ii. Mini-Economy Carnival May 18<sup>th</sup> & 19<sup>th</sup>

**Board Business**

- A. Annual Enrollment Capacity PCSC 17-18

- a. Application for charter renewal will come before the charter school board next spring. NSAT will keep the Board informed on progress
  - b. Need to affirm the maximum number by grade for 2017-2018 school year (pg. 11 in packet)
    - i. NSAT proposing for the Board to approve the maximum enrollment by grade for the 2017-2018 school year
    - ii. ***Motion to approve the maximum enrollment by grade for the 2017-2018 school year Director Dukelow. Seconded by Director Gittings.***
      - 1. ***Discussion: questions about what determines the maximum and if staffing is taken into account***
      - 2. ***All in favor. Motion passes.***
- B. Appointment of Lottery Commissioner
- a. For the purpose of State Law Compliance, a Lottery Commissioner needs to be appointed to run the lottery.
  - b. Full Day Kindergarten Lottery Commissioner: Pamela Wilcher
  - c. Regular Lottery Commissioner: Joe Borton or assigned designee from same law firm
  - d. ***Motion to approve lottery commissioners Director Gittings. Seconded by Director Dukelow. No discussion. All in favor. Motion passes.***
- C. Board Recruitment or Alternatives
- a. Chair Russell discussed that the Board is getting ready for summer elections.
    - i. Asked Board to seek out potential candidates
    - ii. Board will have seats to fill
- D. Board Election Timeline
- a. Mr. Coburn presented the Board Election Timeline (pg. 7 in packet)
  - b. Elections take place at the end of May
  - c. Board appoints Controller of NSCS Board Elections 2017: Joe Borton
  - d. ***Motion to approve the election timeline and Borton-Lakey as the controller Director Dukelow. Seconded by Director Gittings.***
    - i. ***Discussion about PTO member being a potential board member. Clarification that PTO president is a non-voting member of the board per our policy/bylaws***
    - ii. ***All in favor. Motion passes.***
- E. Budget Timeline
- a. Mr. Coburn provided the board with a budget timeline and gave an overview for information only at this point.
  - b. Proposed Enrollment (pg. 12 in packet). Mr. Coburn discussed enrollment and waitlist scenarios.
    - i. Conscious effort to increase 7<sup>th</sup> and 8<sup>th</sup> grade students this past year
    - ii. Determining how to create a greater demand in the Upper grades
      - 1. Two radio advertisement currently airing

## BOARD COMMITTEE REPORTS

### A. Academic Excellence Committee

- a. Ms. Drain reported that the committee had their second meeting today to look over the charter renewal.
  - i. Action items and plan developed to start working on this immediately
  - ii. Starting to compile data with neighboring schools for comparison needs

### b. Policy

- i. Commercial Tours Policy No, 503.7
- ii. Transfer Policy for Students from Other Schools
- iii. Sex Offender Policy
  1. Passing all three policies on to second reads. Mr. Borton will make changes and bring back for another reading at April Board Meeting.
- iv. Adding an SRO- Idaho Code: Gun Carry Policy
  1. Discussion at past board meeting if there is ever a need for additional security. This is allowable.
  2. Policy being crafted and will be brought back to April Board Meeting.

## CONSENT AGENDA

- A. Contracts
- B. Summer Tutoring
- C. Check Register
- D. Minutes 2-15-17
- E. *Motion to approve consent agenda Director Gittings. Seconded by Director Dukelow. No discussion. All in favor; motion passes.*

## ADJOURNMENT

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

*The Regular meeting of the board was adjourned at 7:28pm.*

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Chair of the Board

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Clerk of the Board