

**MINUTES  
NORTH STAR CHARTER SCHOOL  
GOVERNING BOARD  
OCTOBER 18, 2012**

**REGULAR MEETING**

A. Meeting called to order: by Chairman Miller at 6:12 p.m.

B. Roll Call: Chairman Miller, Trustee Russell, Trustee Tiel, Trustee Potter and Trustee Dukelow were present. Trustee Ledesma arrived at 6:16 p.m.

Trustee Potter moved and Trustee Russell seconded the motion to add a discussion regarding a fitness trail at the beginning of the agenda. Motion passed 4-0.

Mrs. Krause and a student presented information to the Board regarding a fitness trail at North Star. A discussion ensued; it would be funded by the PTO and a Lowe's grant. The Board would like to see the plan when HOS Rogien has a formal recommendation.

Chairman Miller entertained a motion to go into Executive Session at 6:30 p.m. for the purpose authorized in Section 67-2345 (1) (a) Idaho Code, 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; Section 67-2345 (1) (b) Idaho Code, 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; and Section 67-2345 (1) (f) Idaho Code, 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.

Trustee Russell moved and Trustee Potter seconded the motion to go into executive session. Roll call vote: Chairman Miller – aye; Trustee Russell – aye; Trustee Tiel – aye; Trustee Potter – aye; Trustee Dukelow – aye; Trustee Ledesma – aye.

Trustee Potter moved and Trustee Ledesma seconded the motion to go into public session at 7:30 p.m. Motion passed 5-0.

C. Approval of Agenda: Trustee Russell moved and Trustee Dukelow seconded the motion to approve the agenda. Trustee Dukelow requested an additional agenda item: Emails to the Board as item F1 under Board Business.

Chairman Miller stated that another executive session needed to be added to the end of the agenda; in order to comply with the time posted on the agenda for public session, the remainder of the executive session was postponed until the end of the meeting. Trustee Russell moved and Trustee Ledesma seconded the motion to approve the amended agenda. Motion passed 5-0.

## **CONTINUING SCHOOL BUSINESS**

A. HOS Report: Chairman Miller requested that HOS Rogien submit a written report to the Board for future meetings.

Heidi Adams presented the IRI results to the Board, see attached. A discussion ensued. ISEE reporting and Pay for Performance were also discussed. October ISEE reporting was submitted with no errors. Elementary parent/teacher conferences are in process this week to discuss student progress.

HOS Rogien stated that there are still problems with technology and there are several areas that need to be updated. Trustee Potter stated this information needs to be written down so it can be addressed at budgeting time; the Board agreed that having this information in writing is critical. PSAT's are scheduled for this weekend.

Enrollment and waitlist information are still problematic. Trustee Russell stated that the current report is not meaningful information to the Board; it shows a potential that does not exist; it needs to be accurate.

Trustee Russell moved and Trustee Potter seconded the motion to direct HOS Rogien to provide an enrollment/waitlist report in a form that is reliable and accurate. Motion passed 5-0.

IB Report: HOS Rogien presented information on IB and what he has been working on to go forward. Chairman Miller and Trustee Russell indicated that the Board needs the information that was asked before the Board can go any further. The Board had additional discussion. Chairman Miller stated that the Board starting asking for information concerning the IB program in August and was told that the report would be finished and ready for the October meeting. The Board wants to know what happened last year and what plans are moving forward.

B. Provisional Certification: Trustee Potter moved and Trustee Tiel seconded the motion to approve the provisional certification for Michelle Pedersen. Motion passed 5-0.

C. Marketing Committee Report: Lisa Szentes presented the Marketing Committee report, see attached. Trustee Russell stated he saw Tom Luna the Tuesday after he was at North Star; Mr. Luna stated he enjoyed the visit and was proud of North Star's accomplishments.

## **BOARD BUSINESS**

A. PTO Report: Trustee Baker was not present. See attached PTO report for updates.

B. Fundraising Committee Report: Trustee Ledesma presented the Fundraising Committee report, see attached. Trustee Ledesma stated that the parent skill survey has been a useful tool in finding parents to volunteer for the committee. November 10<sup>th</sup> is the International Dinner and Auction.

C. Finance Committee Report: Trustee Tiel presented the Finance Committee report, see attached. The Long Term Planning Task Force will continue to go forward with their work; they plan to send a three person team out to talk to the investors; there was discussion regarding having a building appraisal performed and that it would cost around \$4200.

Trustee Russell moved and Trustee Potter seconded the motion to approve the engagement of Mountain State Appraisers to perform an appraisal of the North Star building. Motion passed 5-0. The appraisal should be done by the first week of November.

George Coburn stated that there is a yearbook contract for Jostens that will need to be approved. It is expected that the yearbook course will raise additional money to offset the cost of the yearbooks with the expectation that the cost of the yearbooks will be cash neutral to the school. Mr. Bailey seems very excited and enthusiastic about the class. Trustee Potter moved and Trustee Ledesma seconded the motion to approve the ratification of the contract with Jostens. Motion passed 5-0.

D. September Financial Report: George Coburn presented the September financial report, see attached. Trustee Ledesma moved and Trustee Tiel seconded the motion to approve the September financial report, including the check register for September. Motion passed 5-0. Mr. Coburn stated the field work for the financial audit was completed in September, there will most likely need to be a special meeting in November to approve the audit; it is due to the state November 10<sup>th</sup>.

E. Futures Committee Report: Trustee Potter presented the Futures Committee report, see attached.

F. Charter/By-Law Amendments: Chairman Miller stated that the Meridian School District Board of Directors is requesting a couple of changes to our charter. There is a seat specified for a MSD representative that they would like removed; state laws have changed and the MSD Board believes we should be fully responsible for our special education program/requirements.

Open Board Seat: Chairman Miller and the Board discussed the requested change in the designation for the 7<sup>th</sup> board seat. Trustee Ledesma moved and Trustee Dukelow seconded the motion to fulfill the MSD request to remove MSD's seat on our board and change it to a community seat; for Joe Borton to draft an amendment to the charter and a resolution to reflect this; and for Joe Borton to research the requested change for SPED and draft those changes. Motion passed 5-0.

F1. Emails to Board: The Board discussed the email distribution list. Trustee Ledesma moved and Trustee Dukelow seconded the motion to ask administration to modify the email distribution list for “Board” to only include elected board members. Motion passed 5-0. Chairman Miller also asked that another distribution list be made and named appropriately for the Board and administration that would include all those present on the current “Board” distribution list.

G. Code of Ethics: Chairman Miller will work on the employee code of ethics.

H. Background Checks: Chairman Miller reminded the Board to proceed with their background checks.

### **CONSENT AGENDA**

Trustee Potter moved and Trustee Ledesma seconded the motion to approve the following items in the consent agenda: Contracts. Motion passed 5-0.

Chairman Miller entertained a motion to go into Executive Session at 10:30 p.m.. for the purpose authorized in Section 67-2345 (1) (a) Idaho Code, 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; Section 67-2345 (1) (b) Idaho Code, 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; and Section 67-2345 (1) (f) Idaho Code, 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.

Trustee Russell moved and Trustee Potter seconded the motion to go into executive session. Roll call vote: Chairman Miller – aye; Trustee Russell – aye; Trustee Tiel – aye; Trustee Potter – aye; Trustee Dukelow – aye; Trustee Ledesma – aye.

Trustee Potter moved and Trustee Ledesma seconded the motion to go into public session at 11:20 p.m. Motion passed 5-0.

## **ADJOURNMENT**

Chairman Miller asked for a motion for adjournment. After a full and complete discussion, a motion was made by Trustee Potter and seconded by Trustee Ledesma. The meeting adjourned at 11:20 p.m. with all members voting aye.

**The above minutes represent a true and accurate summary of this meeting.**

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Chairman

Authored by: Ellen Bates

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Clerk