

**Minutes**  
**North Star Charter School**  
**Board of Directors**  
**April 26, 2017**

REGULAR MEETING

- A. The regular meeting called to order at 6:06pm by Chair Russell
- B. Roll Call
  - a. Present: Chair Russell, Vice Chair Cross, Director Gittings, Director Dukelow (via phone call)
  - b. Not present: Director Lloyd
- C. Approval of Agenda
  - a. **Motion to approve agenda Director Gittings. Seconded by Vice Chair Cross. No discussion. All in favor. Motion passes.**
  - b. Executive session will be held following public session

CONTINUING SCHOOL BUSINESS

- A. School Report
  - a. Secondary School: Seniors are getting ready to graduate. List provided to show what colleges students have been accepted, and where they are going. Track season coming to an end. All are looking forward to graduation on May 30<sup>th</sup>.
  - b. Elementary School: Albertson's Box Tops have chosen North Star as their feature for their creative use of money from the box-tops focusing on Strong Minds & Strong Bodies, and the Sports Complex and Playground Campaign.
    - i. A few classrooms in K, 1st, 2nd, 4th, 5<sup>th</sup> incorporating flexible seating options in the classroom and more freedom in movement. Teachers are reporting positive changes.
  - c. Ms. Drain reported that students are in the midst of ISAT and IRI testing at this time. Results are looking good so far, and students are on schedule to have them completed by the testing close date at the end of the year.
  - d. Along with Chair Russell, teachers Patrice Rex and Jill Hettinger gave a report on the radio from their NASA science experiment. Have been featured twice so far, and were asked to return to report the results.
- B. DEVELOPMENT REPORT
  - a. Ms. O'Donnell reported that the marketing video is very close to being done.
  - b. RFQ for landscape architect and general contractor has been published. The due dates, process, and timeline was provided to the board. Lots to happen from now through summer.

- c. A few new members have been added to the development committee: two new parent members, along with two new teacher members have joined the committee this month.
  - d. Ms. Jedry, Mr. Coburn, Ms. O'Donnell, and a committee member to be involved in the interview process for a landscape architect and general contractor.
- C. PTO REPORT
- a. PTO has been busy collecting Jamba Juice orders and getting ready for the Fun Run on April 28<sup>th</sup>.
  - b. PTO getting ready for the carnival

## BOARD BUSINESS

- A. Board Election Update
- a. The election process is underway Accepting nominations for positions until Wednesday, April 26<sup>th</sup>, and applications until Friday April 28<sup>th</sup>.
- B. Administration Evaluation Process 2017
- a. The board is in the process of determining a process for evaluation the administration team: NSAT and Ms. O'Donnell.
  - b. Ms. Cross provided some evaluation forms and documents from the State Department to consider and discuss, and recommends North Star put together a formative ongoing tool for evaluation.
  - c. Chair Russell appointed Director Gittings, Director Cross, and Ms. Jedry to a committee to work on this and present to the board.
- C. Safety Busing and Route Approval
- a. Must be approved and submitted for upcoming school year
  - b. Further information needed-save discussion for later date.

## BOARD COMMITTEE REPORTS

- A. Academic Excellence Committee
- a. No meeting this month, due to other meetings
  - b. Working on a survey to assess school climate
- B. Finance Committee
- a. Meeting today
  - b. Copy of the financials provided for review (pg.) 2 in packet
  - c. Check register provided
  - d. Budget to be discussed in upcoming Special Meeting. Date TBD.
  - e. **Motion to approve financial report Vice Chair Cross. Seconded by Director Gittings. No discussion. All in favor. Motion Passes.**
- C. Policy Committee
- a. Second reads on three policies
    - i. Commercial Tours Policy No. 503.7

- ii. Transfer Students Policy No. 603.20
- iii. Adult Criminal Sex Offender Policy No. 504.9
- iv. Will come to a vote for approval at the May regular board meeting
- b. First Read: Guns on Campus Policy No. 1004.0
  - i. Pg. 1 in packet
  - ii. Information taken from Idaho Code- Mr. Borton gave an overview of the policy and what it entails.
  - iii. Will discuss again next month.
- c. Edgar/Federal Grant Funds Policies
  - i. Three policies need to be in place to receive federal funding
    - 1. Three policies are: Procurement, Cash Management, & Allowable Costs
    - 2. Policies have to be in place by June 30<sup>th</sup> in order to continue to receive funding.
    - 3. Documents will be brought back to May Regular Board Meeting

**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 3-22-17
- D. **Motion to approve the consent agenda, Director Gittings. Seconded by Vice Chair Cross. 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.

**EXECUTIVE SESSION**

- A. *Motion to move to Executive Session pursuant to code 74-206 A and 74-206 B Vice Chair Cross, Seconded by Director Gittings.*
  - a. Moved into executive session 6:50 p.m.
- B. **Motion to adjourn Executive session and move back into open session Vice Chair Cross, Seconded by Director Gittings.**
  - a. Executive session adjourned 6:57

**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 regular session, Vice Chair Cross. Seconded by Director Gittings.**
  - a. Meeting adjourned 6:58 p.m.

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Chair of the Board

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Clerk of the Board