

MINUTES
NORTH STAR GOVERNING BOARD
NORTH STAR CHARTER SCHOOL
REGULAR MEETING
JUNE 17, 2025

Chairman Wheeler called the meeting to order at 6:08 pm with Roll Call. Directors Wheeler, Dumas, Anderson, Van Beek, Huffaker, and Gregg were present at roll call. Director Balch arrived at 6:10 pm.

Motion to approve the agenda by Director Dumas. Second by Director Van Beek. Vote taken, all in favor. Motion passes.

GOOD NEWS NORTH STAR

- Shay Davis gave a quick report on her and Laiena Leatherman's work on the new class schedules due to the additional new 4th and 5th grade classes. She is still working to fill the open para positions and also providing tours to help families decide on joining the North Star family.
- Justin Durflinger is excited about his new staff and being able to focus on the middle school this year. The middle school side of the building will be getting new carpet. Justin has asked the new teachers to wait until the carpet is in before they start working on their new rooms.
- Andy Horning briefed the board on all the comings and goings at the new High School site. He has been working with movers, staff and volunteers to clean out the school and move teachers from Linder Site to the High School site. There is a lot of furniture, desks, chairs, books, etc. that will need to be sold. Andy is hoping to offer these items to other charter schools in the area. The Rolling Hills Board of Directors voted at their last meeting to hand over all assets to North Star.
- The Rolling Hills playground equipment will be moved to the North Star site. North Star's roof is half way finished, carpets in elementary and high school will be cleaned and painting is going on throughout both buildings.
- Andy reported that enrollment is at 1164 and they are continuing to offer positions for the open seats. There is one teacher position open for high school and an interview is set for tomorrow. The boys' basketball team won their tournament.

BOARD BUSINESS

Finance

Open New Bank Account

Due to the refinancing of the loan for the merger a new investment account needs to be opened with the banking funding this loan. Jonathan explained the interest rates, details regarding the amount of money being loaned and the timeline for repaying the loan. The board asked if the

bank will require a specific balance in the account and were told yes to this question. The board is being asked to approve the two signatures required to open the account.

Motion to approve opening the new bank account with MACU with details from the power point presentation by Director Balch. Second by Director Dumas. Vote taken, all in favor. Motion passes.

Commitment Letter for Real Estate Financing

Jonathan presented a commitment letter for a loan to purchase the Rolling Hills School property. Jonathan is asking the board to approve the signers, Andy Horning and Bryan Wheeler for this loan and all associated documents. Board requests that all documentation be reviewed by the Finance Committee prior to signing.

Motion to approve the commitment letter as presented and authorize Bryan Wheeler and Andy Horning to sign documents associated with the land and closing cost by Director Balch. Second by Director Van Beek. Vote taken, all in favor. Motion passes.

PCard Account changes & Authorization

Our current bank is needing to remove former Super Admins and add current finance admins as Super Admins. Additionally, Sheri Craig's pcard needs to be closed and Belle Garner needs a pcard opened in her name with the same credit limit as Sheri's pcard.

Motion to modify the Pcard Super Admin at First Interstate to include Belle Garner and Jonathan Gillen and remove Eric Dickelman and Andrea McKinney as Super Admins and remove Sheri Craig as pcard holder and adding Belle Garner as pcard holder with \$13K limit by Director Balch. Second by Director Van Beek. Vote taken, all in favor. Motion passes.

Revised 2024-2025 FY Budget

Financial report included in the agenda packet.

Jonathan reviewed the 24-25 budget and showed where some adjustments were made. No action, no vote.

Proposed 2025-2026 FY Budget

Jonathan reviewed the proposed budget with enrollment numbers at 1178 and how the increased enrollment over the next few years will affect the budget. He spoke about the merger and the additional staffing and increased salary needs. Bluum Grant has been awarded and will be used to purchase according to the requested items on the application of the grant. The board asked how the grant is being used. They were informed that furniture, curriculum is currently being ordered and Bluum will reimburse expenditures. North Star has two years to spend the money granted by Bluum. Jonathan also showed the publication in the newspaper which is required by the State. Due to publication difficulties the board will have a Special Meeting to approve the Revised and Proposed Budgets on June 24th at 11:30 am. No action, no vote.

Motion to approve the financial report as presented by Director Van Beek. Second by Director Anderson. Vote taken, all in favor. Motion passes.

Personnel Report

Joanna O'Donnell gave a report on the hiring of new teachers, paras, and board clerk. There are still openings for coaches, one HS teacher, secondary secretary and elementary paras.

Policy Committee

2nd Read Policy 2500 Library Materials

A section was removed that allowed non-North Star people to use the elementary library. No other changes were made to the policy.

Motion to suspend 3rd read on Policy 2500 Library Materials by Director Balch. Second by Director Gregg. Vote taken, all in favor. Motion passes.

Motion to approve Policy 2500 Library Materials as presented by Director Balch. Second by Director Dumas. Vote taken, all in favor. Motion passes.

2nd Read Form 2500 Library Materials

The form that goes with Policy 2500 Library Materials, 1 minor change.

Motion to suspend 3rd read of Form 2500 Library Materials and approve Form 2500 as presented by Director Balch. Second by Director Gregg. Vote taken, all in favor. Motion passes.

1st Read Policy 3010 Enrollment Opportunities

The policy committee took the ISBA language of this policy and then used the North Star procedures and language for the policy to reflect the process for the Lottery Enrollment.

Motion to suspend 2nd and 3rd reads for Policy 3010 Enrollment Opportunities and move to approve the Policy as presented by Director Huffaker. Second by Director Dumas. Vote taken, all in favor. Motion passes.

1st Read Form 3010.

Motion to suspend 2nd and 3rd reading of Form 3010 and approve Form 3010 by Director Gregg. Second by Director Huffaker. Vote taken, all in favor. Motion passes.

Strategic committee Update

Andy Horning reported on the progress of both schools including adding the North Star phone system to the new High School site, adding improved security to the secondary gym door and bringing on the same IT contractor to include the new High School site. The technician is working on inventorying all equipment/computers that can be used by both sites. Andy reported

that a van will be purchased for school athletic teams and looking at ways to bring in parents on to the strategic committee. The board inquired about changes in the branding/marketing to reflect the new High School. Andy informed the Board that changes are already underway in regard to signs and branding for the new high school. A ribbon Cutting Ceremony is being planned for the fall.

Asset Transfer and Decommission

Andy is requesting approval from the board to allow him to sell assets transferred from Rolling Hills to North Star, per the state statute.

Motion to accept the asset transfer and give Admin authority to decommission the assets and property by Director Van Beek. Second by Director Balch. Vote taken, all in favor. Motion passes.

RFP Bus Recommendation

Letter to the Board included in the agenda packet.

Joanna presented to the board the outcome of the Bus Bidding and gave our recommendation that Brown Bus, as the sole bidder, be awarded the contract for the transportation contract. Andy will work with Brown Bus on the necessary changes with the addition of the new high school site. The contract is currently being reviewed by legal and will not be voted on at this time.

Motion to approve awarding the transportation services contract to Brown Bus Company, the sole bidder in response to the transportation request for proposals (RFP) by Director Huffaker. Second by Director Gregg. Vote taken, all in favor. Motion passes.

ISBA Annual Conference Nov 12-14, 2025 in Coeur d'Alene, Idaho

Chairman Wheeler informed the board of the annual ISBA conference being held in Coeur d'Alene. The school has budgeted to help any board members wanting to attend this conference. Each director will need to communicate their plans concerning this conference.

EXECUTIVE SESSION

Motion to enter into Executive Session pursuant to Idaho Code 74-206 (1b) at 7:24 pm by Director Van Beek. Second by Director Dumas. Roll call: Anderson-yes, Balch-yes, Dumas-yes, Gregg-yes, Huffaker-yes, Van Beek-yes and Wheeler-yes.

Motion to exit Executive Session by Director Van Beek at 7:28 pm. Second by Director Gregg. Vote taken, all in favor. Motion passes.

After Executive Session item b

Motion to release employee A from contract by Director Van Beek. Second by Director Balch. Vote taken, all in favor. Motion passes.

CONSENT AGENDA

Motion to approve the consent agenda by Director Balch. Second by Director Dumas. Vote taken, all in favor. Motion passes.

ADJOURNMENT

Motion to adjourn at 7:31 by Director Van Beek. Second by Director Huffaker. Vote taken, all in favor. Motion passes.

Bryan Wheeler

Bryan Wheeler (Jul 3, 2025 18:53 GMT+3)

Bryan Wheeler

Chairman of the Board

Sheri Craig

Sheri Craig

Clerk of the Board







6-17-2025_Unsigned Minutes.docx

Final Audit Report

2025-07-03

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