

TrekNorth Junior & Senior High School
Board of Directors
November 12, 2015
6:00 pm Board Meeting

Members present: x Bruce Banta
 x Chance Adams x Greg Moen
 x Darryl Holman x Melanie Wilson
 x Sarah Winger x Derek Webb
 x Ekren Miller

Guest Present: **Stephanie, VOA**
 Kristin Gustafson, Assistant Executive Director

Ex-Officio Members Present: X Nicole Thompson, Business Manager
 X Dan McKeon, Executive Director

Call to order: Time 6:09 p.m. (Delay based on auditor report in finance meeting)

Italicize/Bold = Monitoring Calendar Item

Opening Reading

The mission of TrekNorth is to prepare young people to make a positive difference in their local and global communities and to maximize student academic success by challenging and supporting individual students on an academic path that includes participation in a spectrum of vertically aligned college-readiness courses, including AP courses.

Motion: Invite VOA representation, Stephanie, to sit at the table and contribute. Motion Chance Adams, Second Greg Moen. Motion carried unanimously.

I. Guests - Any person wishing to speak directly to the Board of Directors may do so for 5 minutes at the beginning of any open Board Meeting.

➤ Stephanie, VOA – introduction, site visit

II. Additions/Changes to the Agenda

➤ No additions/changes

III. Declaration of Conflict of Interest

➤ Contracts – Chance Adams, Ekren Miller, Greg Moen – Quiet Study. They will abstain from that portion of contract vote.

IV. Executive Director Report

➤ Handout

Motion: Accept Executive Director Report as presented. Motion carried unanimously.

V. Board Training Opportunities

➤ No Action Taken

VI. Financial Report

A. Expenditure Matrix – October 2015

➤ Discussion concerning the new Indian Education Funding.

Motion: Accept and approve Expenditure Matrix – October 2015. Motion carried unanimously.

VII. Consent Agenda

A. Previous Meeting Minutes- November 5, 2015, Special Meeting

Motion: Approve the Previous Meeting Minutes. Motion by Darryl Holman. Second by Sarah Winger. Motion carried unanimously.

B. Board Financials

- Cash Flow – October 2015
- Payment Register by Check – October 2015

C. Contracts

- Diane Grundyson, Blind Visual Impairment
- Anna Johansen, Speech Pathologist
- Karen Bradley, 6th Grade (Theater)
- Adam Lanz, Quiet Study
- Ekren Miller, Quiet Study
- Chance Adams, Quiet Study
- Greg Moen, Quiet Study
- Russ Persson, OAP Gear and Food Manager
- Adam Lanz, Cross-Country Coach
- Jennifer Aakre, Student Council Advisor
- Russ Persson, Transportation Coor:
- Katie Haws, Speech
- Erica Harmsen, National Honor Society Advisor
- Tara King, Yearbook Advisor
- Dan Gannon, Soccer
- Don King, Assistant Soccer
- Leslie Drimel, JV Soccer
- Nicole Friend, Track
- Michael Meehlhause, Cross Country/Nordic Ski
- Julie Ueland, TNTutoring
- Teresa Roscoe, TNTutoring
- Lisa Fisher, TNTutoring

Motion: Approve consent agenda. Motion Darryl Holman, Second Sarah Winger. Motion carried unanimously. Greg Moen, Chance Adams and Ekren Miller abstained.

VIII. Old Business:

A. ByLaw Discussion

- Awaiting information from Attorney
- May have access to information from Dr. Speiker. Suggestion from Stephanie that Dr. Speiker may be able to review proposed.

Motion: Request Dr. Speiker review the draft ByLaws. Motion by Chance Adams, Second by Melanie Wilson. Motion carried unanimously.

- Request to have Dan get copies of Dr. Speiker training draft ByLaws to all members.

IX. New Business:

A. 2015 Audit Presentation

2015 Audit Presentation – Original presentation by Jim Aylsworth, Miller McDonald to finance committee

- 218-751-6300 (WORK) AYLESWORTH, JIM
 - pg 2, opinion on the independent auditor report
 - pg 3, change in accounting principle – major change is pension reporting. The net pension liability must be shown on the financial statement.
 - Pg 49 – no issues to report
 - ✓ Be mindful – Pay invoices within 35 days (isolated incidents)
 - ✓ Be mindful - Pledge collateral – no issues
 - Pg 50 – no instances of noncompliance
 - ✓ Be mindful of segregation of duties for internal controls – finance committee and Executive Director involvement in the process is crucial to remain in compliance. May need additional segregation in the future.
 - Pg 44 – General fund, budget comparison
 - ✓ Anticipated a higher variance than what happened
 - ✓ Positive Variance between original and final
 - ✓ How many months of expenses do we have in the general fund – 3.8 months. Healthy. 2-3 months recommended. Good stewardship of funds.
 - Pg 12, Graphs comparison revenue and expenses. Local revenue increase most significantly based on Neilson Grant. General ed increase in revenue significantly. Expenditures – purchases services down based on reduction of consulting fees (prior year was move). Salaries and Benefits up and capitol outlay increased (Technology purchase).
 - Pg 13, Regular Instruction increased, Admin decreased (consulting fee decrease)
 - Pg 14, Student Enrollment increased 6 students from prior year. Green Triangle signifies gen ed calculation (multiplication weighting factor) decreased by .1
 - Pg 17, Net Position – Beginning of Year as restated. This is where the change in accounting principle shows. This shows a significant change from prior year. Unfunded pension liability – don't be too concerned about the number based on the calculation. Suggests review of the PERA website with the question/answer section. Know that it is there, don't let it concern you – Jim is available for more detailed direction on this matter.
 - Pg 43, Changes in long-term liability. Note 11 explain some detail. These are actuarial assumptions and will vary from year to year.

Motion: Accept the 2015 Audit. Motion by Chance Adams. Second by Bruce Banta. Motion carried unanimously.

B. Creation of two committees to review facility and programming for the potential K-5 expansion

- Discussion concerning if Board needs to be the entity that moves this forward, or if that is a Director level assignment only.
- Director level committees will be formed and the Board will be updated via the Executive Director Report.

Policy A: Governance Style
Policy B: Board Job Description

XI. VOA meeting Observation Form- Pass

XII. Adjournment Time: 7:53 pm

Motion to Adjourn: Motion Darryl Holman, Second Chance Adams. Motion Carried Unanimously.