

TrekNorth Junior & Senior High School**Board of Directors****March 8, 2016****6:00 pm Board Meeting**

Members present:

<u> x </u> Bruce Banta	<u> x </u> Jodie Olson
<u> x </u> Chance Adams	<u> x </u> Greg Moen
<u> x </u> Darryl Holman	<u> x </u> Melanie Wilson
<u> x </u> Sarah Winger	<u> x </u> Derek Webb
<u> A </u> Ekren Miller	

Guest Present: Shanna Reiners, AnnaMae Sovick, Mark Morrissey

Ex-Officio Members Present:

<u> X </u> Nicole Thompson, Business Manager
<u> X </u> Dan McKeon, Executive Director

Darryl M
23 MAR 2016

Call to order: Time 6:00 p.m.

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.

- 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 with a maximum time allotment of 30 minutes.
 - > Shanna Reiners - Observation only
 - > AnnaMae Sovick - Observation only
 - > Mark Morrissey - Observation only

- II. Additions/Changes to the Agenda
 - > Add New Business: I. American Indian Education Parent Committee Discussion
 - > Change current I. Board Action Calendar to J. Board Action Calendar

Motion: Motion by Darryl Holman. Second Bruce Banta. Motion carried unanimously.

- III. Declaration of Conflict of Interest
 - > Jodie Olson - abstain from contract vote.

- IV. Virtual Meet & Greet with Stacy Sjogren, Consultant
 - > Contract draft discussion (received via handout)
 - > Consulting for the last 15 years, almost exclusively on board governance issues
 - > Examples of school related experience given
 - > Question/Answer:
 - Timeframe: 4 full group sessions, beginning in August - additional for Director and Chair
 - Impressions of current ends policy: Currently written as more of a mission statement - reshaping would be one of the directions for the board

- Question of governing or managing during meetings - common question?: Yes common. Board's job is to create a "playing field" - rules, how do you score, what is out of bounds, etc. If Director stays on the playing field - board does not step in.
- Strategic planning sessions - could it be opened up to non-board members (key staff members), would that be OK for the training? Additional teachers, key administrations, that type of thing: Yes - anyone turning to craft policies/provisions - even legal counsel. Especially when digging into policy provisions. ex. - "shall not fail to" language.
- Is order cemented/recommended or can we revise the order?: Could we end early/discontinue?: Order change - that would be up to the Board as to what would work better for us. Early end - Review item 9 of the contract. Recommends finishing the series.

V. Executive Director Report

- Handout
- Questions/Answer
 - Math teacher professional development in NM additional discussion.

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

VI. Board Training Opportunities

- Hand out
- No Further Action Taken

VII. Financial Report

- A. Amended Expenditure Matrix – January 2016
- B. Expenditure Matrix - February 2016

Motion: Accept and approve Amended Expenditure Matrix – January 2016 and Expenditure Matrix - February 2016. Motion carried unanimously.

VIII. Consent Agenda

Motion: Separate Out of the Woods Consulting to non-consent agenda item. Motion Darryl Holman. Second Jodie Olson. Motion carried unanimously.

- A. Previous Meeting Minutes - February 9, 2016
- B. Board Financials
 - Cash Flow – February 2016
 - Payment Register by Check – February 2016
- C. Contracts
 - Jodie Olson – Home Instructor

Motion: Approve consent agenda. Motion by Darryl Holman. Second by Sarah Winger. Jodie Olson abstained from vote. Motion carried unanimously.

- Out of the Woods Consulting - Stacy Sjogren

- Discussion about budget line expense vs. fund balance spenddown
- Discussion on budget for travel expenses
- Flexibility and openness of the contract is a plus

Motion: Accept contract. Motion by Chance Adams. Second by Bruce Banta. Motion carried unanimously.

IX. New Business:

A. Board Election Cycles

- > Updated ByLaws: Moved to 3 year terms for board members. Question about upcoming elections. 1st year - election, 2nd year - election, and 3rd year - NO election.
- > Discussion. If this is deemed unacceptable by Board, additional changes will need to be made to the ByLaws.
- > Discussion. ByLaws currently account for change in parent members leaving.
- > Question on staggering - losing ½ the board at one time.
- > Decision: No further action

B. DRAFT - 2016-2017 School Calendar

- > Hand out
- > First reading. Informational only. Currently waiting on final confirmation from ISD 31 of their upcoming calendar (transportation related)

C. 2016 Finance Award (2015 FY data)

- > No further action taken

D. Budget Revenue - How is it based?

- > Handout and PowerPoint
- > Questions/Answers:

E. Global Vendor List

- > Handout
- > Up-to-Date as of first week in March 2016. Finance committee/Board will be updated on a regular basis.

F. Grant Update

- > Given by Dan McKeon
- > Discussion on various points

G. Discussion from Chair and Director on potential joint meeting w/Schoolcraft Board

- > Given by Derek Webb
- > Handout - suggestion of a regional charter school conference. Trek would host the first.
- > Discussion: making a committee to move forward.
- > Discussion: potential invite to see if other schools are interested.
- > Future agenda item.

Motion: Send out invite to gauge interest by Derek Webb. Motion by Greg Moen. Second by Chance Adams. Motion carried unanimously.

H. Discussion of TrekNorth K-12 Expansion

Motion: The TrekNorth Board endorses school expansion to include grades K through 5 thereby creating a comprehensive institution that offers classes and associated support for grades K through 12. It is also understood that teacher, staff, and all other curricular support currently allocated to grades 6 through 12 will be maintained at current levels and not diminished in any way due to the expansion. Motion by Bruce Banta. Second by Chance Adams. Motion carried unanimously.

- Special meeting scheduled for more detailed discussion concerning expansion (budget, facility, draft staffing plan, etc.) on March 23, 2016, at 5:00 p.m.

I. American Indian Education Parent Committee Discussion

- > Handout
- > Mission statement: The TrekNorth Schools American Indian Parent Education Committee exists to increase student achievement, ensure career and college readiness, increase cultural education, increase cultural awareness and connections, and increase family engagement
- > Committee Will:
 - research and recommend programs to increase Native American student achievement
 - increase parent involvement through a parent event series
 - raise cultural awareness by hosting events during and after school
 - support and suggest professional development for staff
- > Goals 15-16:
 - Support for Instruction: Language Lunch Talks/Language Table and Field Trip - Mille Lacs Museum
 - Support for Family Involvement: Event Series
 - College and Career Readiness: Overnight College Visits - Hamline and UM-Morris
- > Goals 16-17:
 - Support for Instruction: Language Lunch Talks and Field Trip - 6th grade Mille Lacs Museum
 - Support for Family Involvement: Event Series and Back to School Family Dinner
 - College and Career Readiness: Overnight College Visits - Hamline and UM-Morris

J. Board Action Calendar

Informational:

Enrollment Report

- > *details in Director Report*

Action:

Election Committee - Solicit recommendations for nominations for board positions.

- > *committee update given - opened today for nominations.*
- > *Deadline April 1, 2016.*

- https://docs.google.com/document/d/1Mla_4NsHVmQrF7hmpQ3...
- *Ballots sent out April 4, 2016.*
- *30 days to vote.*

Action: Initiate process of evaluating Executive Director performance.

- *Evaluation has been sent out for feedback*
- *Multiple changes from last year*
- *Please review and make any suggestions, but if you are fine with it please complete.*

Motion to extend past 8:00 p.m. Motion by Chance Adams. Second by Darryl Holman. Motion carries unanimously.

X. To Do for next regular meeting April 12, 2016:

Action: Election Committee – Mail out ballots and information on board nominees to all eligible voters

Action: Formal Director Evaluation - finalize. April 2016 Meeting will close per Minnesota Statute 13D.03: Closed Meetings for Labor Negotiations Strategy.

Monitoring: Executive Director Limitations:
Policy H: Communication and Support to Board (BR) -
Members to review/report Melanie Wilson and Sarah Winger.

- Regional Charter School Conference - update from Derek Webb

XI. VOA meeting Observation Form- Pass

XII. Adjournment Time: 8:06 p.m.

Motion to Adjourn: Motion Chance Adams. Second Jodie Olson. Motion Carried Unanimously.