

TrekNorth Junior & Senior High School Board of Directors

4:30 pm Board Meeting

June 1, 2017

Members present:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Bruce Banta | <input checked="" type="checkbox"/> Jodie Olson (OAP Trip) |
| <input checked="" type="checkbox"/> Chance Adams | <input checked="" type="checkbox"/> Ekren Miller |
| <input checked="" type="checkbox"/> Darryl Holman | <input checked="" type="checkbox"/> Derek Webb |
| <input checked="" type="checkbox"/> Sarah Winger | <input checked="" type="checkbox"/> Mark Larson |
| <input checked="" type="checkbox"/> Tiffany Happel | |

Ex-Officio Members Present:

- Nicole Thompson, Business Manager
 Dan McKeon, Executive Director

DJW
7 JUN 17

Agenda Item	Notes:	Vote: 06.01.2017
1. Call to Order , roll call, and announcement of quorum, 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.	<ul style="list-style-type: none"> • Call to order: 4:29 p.m. • Roll Call held, results above • Quorum - confirmed • Mission Statement Read 	
2. Public Comment , Guest(s) Maximum 5 min each, 30 minutes total	<ul style="list-style-type: none"> • No Guests Present 	
3. Additions/Changes to the agenda 4. Approval of Agenda	<ul style="list-style-type: none"> • 12.3 New board member mentor program 	Motion: amend agenda to reflect 12.3 New board member mentor program and approve agenda with stated changes. By: Mark Larson Second: Chance Adams Vote Results: Unanimous
5. Declaration of conflict of interest	<ul style="list-style-type: none"> • No Conflict Stated 	
6. Approval of minutes from previous meeting	<ul style="list-style-type: none"> • No Omissions/Amendments 	Motion: Approve minutes 05.25.2017.

TrekNorth Junior & Senior High School Board of Directors
 4:30 pm Board Meeting
 June 1, 2017

		By: Darryl Holman Second: Sarah Winger Vote Results: Unanimous
<p>7. Consent Agenda (Items the board is required to approve by relevant law or contract but has delegated to the Director. Each item is properly cited with relevant policies)</p> <p>7.1 Contracts Pursuant to 3.3.3 <u>Executive Director Authorization in Delegation to the Executive Director</u>, the Director has the authority to offer employee contracts. However, guidance from VOA has directed that all contracts retain board approval:</p>	<ul style="list-style-type: none"> ● No Agenda Item 	
<p>8. Organizational Performance Review (Review and acceptance of monitoring reports of policy)</p>	<ul style="list-style-type: none"> ● No Agenda Item 	
<p>9. Membership Linkage Activities (Attend to board's strategy, activities, & implications)</p> <ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● No Agenda Item 	
<p>10. Policy Development (Attend to additions and amendments to governing policies)</p>	<ul style="list-style-type: none"> ● No Agenda Item 	
<p>11. Board Education (Presentations and discussions according to the board's annual plan)</p>	<ul style="list-style-type: none"> ● No Agenda Item 	
<p>12. Board Decisions/Work (Logistics, retained management functions, etc.)</p> <p>12.1 Purchase Agreement - Elementary Site 12.2 Succession Plan 12.3 New board member mentor program</p>	<p>12.1 Purchase Agreement - Elementary Site</p>	<p>12.1 Motion: Approve the purchase agreement with 3 Suns, LLC, for the benefit of TrekNorth ABC with the terms of: \$1.395 M. By: Darryl Holman Second: Sarah Winger Vote: Unanimous</p>

TrekNorth Junior & Senior High School Board of Directors

4:30 pm Board Meeting

June 1, 2017

12.2 Succession Plan

- Discussion of timeline: Dan McKeon will be leaving TrekNorth Jr & Sr High School effective end of June 2017.
- Discussion concerning appointing interim Executive Director - either short-term or long-term.
- Discussion concerning merits of quick posting turn-around (prior to 17-18 school year) vs. long turn-around (18-19 school year).
- 2.7 EMERGENCY EXECUTIVE DIRECTOR SUCCESSION - UTILIZE THE POLICY VS DIRECT APPOINTMENT NOW. POLICY IS ASSISTANT DIRECTOR AS PRIMARY INTERIM WITH A SECONDARY ASSIGNED. DAN WILL FIND THE SECONDARY ASSIGNED.
- Discussion pertaining to summer check signer availability: Unavailable - Bruce - 6.20.17 - 7.07.17, Unavailable - Ekren - 7.10.17 - 8.06.17
- Discussion pertaining to wage of Interim Executive Director - form ad hoc committee - Sarah, Jodie, Chance and Mark
- Discussion pertaining to creating an up-to-date job description. Ad hoc committee formation: Mark, Ekren, Bruce and Sarah,
- Schedule special board meeting: Wednesday, June 7, 2017 at 4:30 p.m.
- Derek Webb had to leave prior to vote concerning ad hoc committee for job description and posting.

12.2 Motion: According to the policy EL 2.7 Emergency Executive Director Succession, the Assistant Director, Kristin Gustafson will become interim Executive Director until TrekNorth Board officially hires a new executive director.
By: Mark Larson
Second: Ekren Miller
Vote: Unanimous

12.2 Motion: Form ad hoc committee for an updated contract for the Interim Executive Director.
By: Mark Larson
Second: Chance Adams
Vote: Unanimous

12.2 Motion: Start the executive director hiring process within the next week.
By: Ekren Miller
Second: Mark Larson
Vote: 4 - Yes
2 - No
1 - Abstain
Chair did not vote

12.2 Motion: Form ad hoc committee for an updated executive director job description and posting.

TrekNorth Junior & Senior High School Board of Directors

4:30 pm Board Meeting

June 1, 2017

	<p>12.3 New board member mentor program</p> <ul style="list-style-type: none">● Discussion concerning benefits● Any suggestions concerning pair matching<ul style="list-style-type: none">○ Tiffany & Dave - Chance	<p>By: Chance Adams Second: Ekren Miller Vote Results: Unanimous</p> <p>12.2 Motion: Schedule special meeting Wednesday June 7, 2017 at 4:30 p.m. By: Chance Adams Second: Ekren Miller Vote Results: Unanimous</p>
<p>13. Other Information <i>(Incidental information from the CEO in accordance with board policies such as Communication and Support to the Board)</i></p>		
<p>14. To Do Next Meeting</p> <p>06/07/2017, 4:30 p.m.</p> <ul style="list-style-type: none">● Ad Hoc committee - Interim Executive Director contract● Ad Hoc committee - Updated job description for executive director and posting opportunities. <p>06/15/2017, Finance 4 p.m., Board at 4:30 p.m.</p> <ul style="list-style-type: none">● Confirm June Special Meeting Date and Time● Additional Check signer● Presentation from Diehl Project Management - Closed MN Statutes 13D.05, subd. 3 - Closed to discuss certain issues relating to government property sales or purchases.● Finalization of Linkage Calendar		

TrekNorth Junior & Senior High School Board of Directors

4:30 pm Board Meeting

June 1, 2017

<ul style="list-style-type: none"> ● Cost of governance discussion with estimate from Out of the Woods ● Governance Policy Review Committee & Board Management Delegation Policy Review Committee ● Personal and Sick time proposals ● Treatment of Staff (EL:2.3) ● Certify Election Results ● Annual meeting selection of officers ● Budget Final Approval ● Parent Satisfaction Results ● Expansion Update ● Projected growth results MCA Reading & Math, MCA Science <p>To Do Future Meeting, 09.12.2017:</p> <ul style="list-style-type: none"> ● Asset Protection (EL: 2.6) 		
<p>15.VOA Meeting Observation Form</p>	<ul style="list-style-type: none"> ● VOA Evaluation - Special meeting - passed <ul style="list-style-type: none"> ○ Did not have item on student performance ○ Did not have item on financial condition ○ Did not have committee reports ○ Did not have board policy review 	
<p>16.Adjourn</p>	<ul style="list-style-type: none"> ● Adjourn: 6:14 p.m. 	<p>Motion: Motion to Adjourn at 6:14 p.m. By: Ekren Miller Second: Bruce Banta Vote Results: Unanimous</p>

