

TrekNorth Junior & Senior High School Board of Directors

6:00 pm Board Meeting

October 11, 2016

Members present:

- | | |
|------------------------|-------------------------|
| <u>A</u> Bruce Banta | <u>x</u> Jodie Olson |
| <u>x</u> Chance Adams | <u>x</u> Melanie Wilson |
| <u>x</u> Darryl Holman | <u>x</u> Derek Webb |
| <u>x</u> Sarah Winger | <u>x</u> Mark Larson |
| <u>x</u> Ekren Miller | |

Ex-Officio Members Present:

- x Nicole Thompson, Business Manager
x Dan McKeon, Executive Director

Agenda Item	Notes:	Vote: 10.11.2016
Call to Order , roll call, and announcement of quorum, opening reading	<ul style="list-style-type: none"> • Call to order: 6:05 p.m. • Roll Call held, results above • Quorum - confirmed • Mission Statement Read 	
Public Comment , Guest(s) Present <ul style="list-style-type: none"> • Stacy Sjogren, Out of the Woods Consulting - Coaching • Jennie Lanz, Observe Only • Sara Schlegel, Observe Only 		Motion: Recognize Stacy Sjogren to speak during the meeting. By: Darryl Holman Second: Mark Larson Vote Results: Unanimous
Additions/Changes to the agenda	<ul style="list-style-type: none"> • Schedule a special meeting - Board Decisions/Work • Membership Linkage committee - Ownership Activities • Adhoc committee - refine Ends - Board Decisions and work 	Motion: Accept updated Agenda. By: Jodie Olson Second: Darryl Holman Vote Results: Unanimous
Declaration of conflict of interest	<ul style="list-style-type: none"> • No Conflict Stated 	
Approval of minutes from previous meeting	<ul style="list-style-type: none"> • No changes stated 	Motion: Approve board minutes from 9.13.16. By: Darryl Holman Second: Melanie Wilson Vote Results: Unanimous
Organizational Performance Review (<i>Review and acceptance of monitoring reports of policy</i>) <ul style="list-style-type: none"> • 2.5 Ongoing Financial Condition and Activities 	<ul style="list-style-type: none"> • Discussion of 2.5 Ongoing Financial Condition and Activities Report as provided by Executive Director 	

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	<ul style="list-style-type: none"> ● Coaching provided by Stacy Sjogren - How to review and critique effectively 	
<p>Membership Linkage Activities <i>(Attend to board's strategy, activities, & implications)</i></p> <ul style="list-style-type: none"> ● Charter school conference in 2017 ● Possible plans for membership input on Ends ● Membership linkage committee 	<ul style="list-style-type: none"> ● Discussion of Charter School conference. Move to discussion in 9/2017 ● input on ends - in Board Decisions/work ● Membership Linkage committee - not formed at this time. Board however will assign agenda spearhead member - Jodie Olson to continue the discussion. 	<p>Motion: Jodie Olson will be the ongoing agenda spearhead member for membership linkage information. By: Chance Adams Second: Melanie Wilson Vote Results: Unanimous</p>
<p>Policy Development <i>(Attend to additions and amendments to governing policies)</i></p> <ul style="list-style-type: none"> ● Review of Executive Limitations, suggested changes from Director 	<ul style="list-style-type: none"> ● Discussion of Director suggested changes <ul style="list-style-type: none"> ○ Executive Limitations 2.0. Add MN Charter School Statute 124E ○ EL 2.3 Treatment of Staff. Performance Evaluations. Update "that complies with State Charter Statutes." ○ EL 2.5.2 IRS Filing - wanted the discussion with the board 	<p>Motion: Approve the stated updates of Executive Limitations as stated to 2.0, 2.3, and 2.5.2. By: Chance Adams Second: Darryl Holman Vote Results: Unanimous</p>

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<ul style="list-style-type: none"> ● Governance Process Quadrant, Committee related policy review 	<ul style="list-style-type: none"> ● Discussion of committee related policy review ● Additional discussion of the finance committee within the next month to get the “job description” complete. 	<p>Motion: Approve governance process 4.6 Board Committee Principles By: Darryl Holman Second: Jodie Olson Vote Results: Unanimous</p>
<p>Board Education (<i>Presentations and discussions according to the board’s annual plan</i>)</p> <ul style="list-style-type: none"> ● Board Training Opportunities ● Policy Governance Effective Program Update - Out of the Woods Consulting 	<ul style="list-style-type: none"> ● Update on getting training locally for the basic 2 (financial is online) ● No further action ----- ● Out of the Woods consulting update - project deliverables ● No further action 	
<p>Board Decisions/Work (<i>Logistics, retained management functions, etc.</i>)</p> <ul style="list-style-type: none"> ● Review of board annual calendar ● Adhoc committee - refine Ends - 	<ul style="list-style-type: none"> ● Discussion of annual calendar ● Adhoc work group to refine Ends: Chance, Melanie, Jodie and Mark 	<p>Motion: Form adhoc work group to refine Ends with Chance, Melanie, Jodie and Mark. Amended: to add timeframe of deliverable by November meeting. By: Darryl Holman Second: Mark Larson Vote Results: Unanimous</p>
<p>Other Information (<i>Incidental information from the CEO in accordance with board policies such as Communication and Support to the Board</i>)</p> <ul style="list-style-type: none"> ● Special Meeting ● Financial Report - Expenditure Matrix, Cash Flow, and Payment Register (per board’s <u>Exception Reporting 2.5.6</u>) 	<ul style="list-style-type: none"> ● Special Meeting requested for annual report ----- ● Discussion of financial information presented for month of September 2016. 	<p>Motion: Special meeting 10.27.16 at 3:30 p.m. to discuss the annual report. By: Chance Adams Second: Mark Larson Vote Results: Unanimous</p> <p>Motion: Financial Report - accept Vote Results: Unanimous</p>
<p>To Do Next Meeting, 10/27/2016 To Do following meeting, 11/8/2016</p>	<ul style="list-style-type: none"> ● Annual Report ● Presentation ends policy 	

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	<ul style="list-style-type: none">● Finance Committee - Treatment of staff amendment● Global Executive Constraint● Membership Linkage - Board Decision/Work● Expansion Update - Other Information	
Meeting Evaluation and Adjourn	<ul style="list-style-type: none">● VOA Evaluation - Passed● Adjourn: 8:03 p.m.	Motion: Call to Adjourn By: Chance Adams Second: Melanie Wilson Vote Results: Unanimous