

TrekNorth Junior & Senior High School Board of Directors

4:00 pm Board Meeting

April 24, 2017

Members present:

- |                        |                         |
|------------------------|-------------------------|
| <u>x</u> Bruce Banta   | <u>x</u> Jodie Olson    |
| <u>x</u> Chance Adams  | <u>x</u> Melanie Wilson |
| <u>x</u> Darryl Holman | <u>A</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

*Handwritten:* [Signature] 9 MAY 2017

Agenda Item	Notes:	Vote: 04.24.2017
<p><b>1.Call to Order</b>, roll call, and announcement of quorum, opening reading</p> <p>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.</p>	<ul style="list-style-type: none"> <li>● Call to order: 4:02 p.m.</li> <li>● Roll Call held, results above</li> <li>● Quorum - confirmed</li> <li>● Mission Statement Read</li> </ul>	
<p><b>2. Public Comment</b>, Guest(s) Maximum 5 min each, 30 minutes total</p> <ul style="list-style-type: none"> <li>● Paul Diehl</li> </ul>	<ul style="list-style-type: none"> <li>● Recognize Paul Diehl as participant in upcoming discussion points of current 12.1 and 12.2</li> </ul>	
<p><b>3.Additions/Changes to the agenda</b></p>	<ul style="list-style-type: none"> <li>● Changes Stated                             <ul style="list-style-type: none"> <li>○ Change 12.2 to reflect Expansion update</li> <li>○ Update current 12.2 to 12.3</li> </ul> </li> </ul>	<p>Motion: Change 12.2 to reflect Expansion update and update current 12.2 to 12.3.                      By: Mark Larson                      Second: Bruce Banta                      Vote Results: Unanimous</p>
<p><b>4.Declaration of conflict of interest</b></p>	<ul style="list-style-type: none"> <li>● No Conflict Stated</li> </ul>	
<p><b>5.Approval of agenda</b></p>	<ul style="list-style-type: none"> <li>● Changes Stated Above</li> </ul>	<p>Motion: Approve agenda with changes submitted.                      By: Chance Adams                      Second: Ekren Miller                      Vote Results: Unanimous</p>

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<p><b>6.Approval of minutes</b> from previous meeting</p>	<ul style="list-style-type: none"> <li>● No Changes, Corrections, Comments</li> </ul>	<p>Motion: Approve board minutes from 04.11.2017. By: Bruce Banta Second: Chance Adams Vote Results: Unanimous</p>
<p><b>7. Consent Agenda</b> (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) <b>7.1 Contracts</b> 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"> <li>● No Agenda Item</li> </ul>	
<p><b>8.Organizational Performance Review</b> (Review and acceptance of monitoring reports of policy)</p>	<ul style="list-style-type: none"> <li>● No Agenda Item</li> </ul>	
<p><b>9.Membership Linkage Activities</b> (Attend to board's strategy, activities, &amp; implications)</p> <ul style="list-style-type: none"> <li>●</li> </ul>	<ul style="list-style-type: none"> <li>● No Agenda Item</li> </ul>	
<p><b>10.Policy Development</b> (Attend to additions and amendments to governing policies)</p>	<ul style="list-style-type: none"> <li>● No Agenda Item</li> </ul>	
<p><b>11.Board Education</b> (Presentations and discussions according to the board's annual plan)</p>	<ul style="list-style-type: none"> <li>● No Agenda Item</li> </ul>	
<p><b>12.Board Decisions/Work</b> (Logistics, retained management functions, etc.)</p> <p><b>12.1 Consideration of Paul Diehl as TrekNorth buyer representative for expansion</b> <b>12.2 Expansion Update</b> <b>12.3 Consideration of Diehl Project Management as TrekNorth project manager for expansion</b></p>	<p>12.1 TrekNorth Buyer Representative</p> <ul style="list-style-type: none"> <li>● Paul Diehl presentation concerning legal disclosure</li> <li>● Paul is a Licensed Realtor, Counselor Realty is Broker</li> <li>● Discussion concerning fee percentages and potential dual agency representation</li> </ul>	<p>12.1 Motion: Move forward with signature on Agency Relationships in Real Estate Transactions Form. By: Mark Larson Second: Jodie Olson Vote: Unanimous</p>

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	<p>12.2 Expansion update</p> <ul style="list-style-type: none"> <li>● Current landlord has been updated with current direction of separate facility purchase</li> <li>● ABC board members submitted and confirmed via Craig Keppler: Michael Meehlhause, Derek Webb and Paul Kivi</li> <li>● Current property of interest is not in negotiations currently with anyone else</li> <li>● Discussion concerning disclosure of the property of consideration, the prior Deer Lake School, via letter to current parents and the education reporter</li> <li>● Questions to board members concerning expansion are to be directed back to Dan McKeon for one central information source</li> </ul> <p>12.3 TrekNorth Project Manager - expansion</p> <ul style="list-style-type: none"> <li>● Discussion concerning expertise and best use of people's expertise and time</li> <li>● Discussion concerning the difference between approving the proposal (now) and signing a contract (post purchase agreement)</li> </ul>	<p>12.1 Motion: Sign the Commercial Buyer and/or Tenant Representative Contract: Exclusive, for the property of consideration. By: Jodie Olson Second: Chance Adams</p> <p>Amended to: Sign the Commercial Buyer and/or Tenant Representative Contract with Counselor Realty. By: Jodie Olson Second: Chance Adams Vote Results: Unanimous</p> <p>12.3 Motion: Accept proposal from Diehl Project Management for the purpose of expansion. By: Bruce Banta Second: Jodie Olson Vote: Unanimous</p>
<p><b>13. Other Information</b> <i>(Incidental information from the CEO in accordance with board policies such as Communication and Support to the Board)</i></p>		
<p><b>14. To Do Next Meeting, 05/09/2017</b></p> <ul style="list-style-type: none"> <li>● Linkage Activity: Create Calendar - Jodie Olson</li> <li>● Planning/Budgeting (EL: 2.4) - Dan McKeon &amp; Nikki Thompson</li> <li>● Expansion Update</li> <li>● TrekNorth Project Manager - Diehl Project Management Inc, contract contingent on signed purchase agreement</li> </ul>		

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<ul style="list-style-type: none"> <li>● Projected MCA Reading &amp; Math (science if available)</li> <li>● Communication/Support to Board (EL: 2.9 - Direct Inspection)</li> <li>● Governance Policy Review Committee</li> <li>● Board Management Delegation Policy Review Committee</li> <li>● Personal and Sick time proposals</li> <li>● Board Opening - Appointment</li> </ul> <p>To Do Future Meeting, 09.12.2017:</p> <ul style="list-style-type: none"> <li>● Asset Protection (EL: 2.6)</li> </ul>		
<p>15.VOA Meeting Observation Form</p>	<ul style="list-style-type: none"> <li>● VOA Evaluation - Special meeting - passed             <ul style="list-style-type: none"> <li>○ Did not have item on student performance</li> <li>○ Did not have item on financial condition</li> <li>○ Did not have committee reports</li> <li>○ Did not have board policy review</li> </ul> </li> </ul>	
<p>16.Adjourn</p>	<ul style="list-style-type: none"> <li>● Adjourn: 5:02 p.m.</li> </ul>	<p>Motion: Motion to Adjourn at 5:02 p.m.                  By: Ekren Miller                  Second: Chance Adams                  Vote Results: Unanimous</p>