

TrekNorth Junior & Senior High School Board of Directors

6:00 pm Board Meeting

**\*\* AMENDED\*\* August 8, 2017**

Members present:

- |                         |  |
|-------------------------|--|
| <u>a</u> Bruce Banta    | <u>x</u> Jodie Olson                     |
| <u>x</u> Chance Adams   | <u>a</u> Ekren Miller                    |
| <u>x</u> Darryl Holman  | <u>a</u> Dave VanEngelenhoven (Dr. Dave) |
| <u>x</u> Sarah Winger   | <u>x</u> Mark Larson                     |
| <u>x</u> Tiffany Happel |  |

Ex-Officio Members Present:

- x Nicole Thompson, Business Manager  
x Kristin Gustafson, Exec Director

*DAK  
9/12/17*

Agenda Item	Notes:	Vote: 08.08.2017
<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: 6:00 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 - Participate</li> <li>● Dick Ward - Participate</li> <li>● Joe Bowen - Observe Only</li> </ul>	<p>Motion: Approve guests Paul Diehl and Dick Ward to participate in Board meeting presentations, 08.08.2017.                      By: Jodie Olson                      Second: Sarah Winger                      Vote Results: Unanimous</p>
<p><b>3. Additions/Changes to the agenda</b></p> <p><b>4. Approval of Agenda</b></p>	<ul style="list-style-type: none"> <li>● Add: 4.5 Other - Dick Ward - Update, Bonding</li> <li>● Add: 7.1.3 Expansion Related - Zetah Construction</li> <li>● Add: 8.3 Emergency Ex Director Succession (EL:2.7)</li> <li>● Add: 13.3 Expansion - Update - Paul Diehl</li> </ul>	<p>Motion: Approve amended agenda with changes including 4 additions: 4.5 Other - Dick Ward - update bonding, 7.1.3 Expansion Related Zetah Construction, 8.3 Emergency Ex Director Succession (EL:2.7)</p>

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	<ul style="list-style-type: none"><li>● Construction will commence early December</li></ul> <p>Request for TrekNorth to split the finance costs from 3Suns purchasing the Deer Lake School from District 0031. Estimated at \$2500 estimated (interest).</p> <p>For the 3Suns bank ease:</p> <ul style="list-style-type: none"><li>● Remove contingencies</li><li>● Letter of commitment from School</li><li>● Letter of commitment from Bonding</li></ul>	<p>the existing Deer Lake School property into TrekNorth Elementary School for grades K-5.</p> <p>By: Mark Larson Second: Chance Adams Vote Results: Unanimous</p> <p>Motion: Approve Executive Director to draft a letter of intent for the 3Suns financing after written documentation received from District 0031 transportation confirming our hours and their providing the transportation to our elementary .</p> <p>By: Jodie Olson Second: Chance Adams Vote Results: Unanimous</p> <p>Motion: Approve TrekNorth to split the finance costs of 3Suns purchasing the Deer Lake School from District 0031. One half (½) the actual interest up to \$2500.00.</p> <p>By: Chance Adams Second: Mark Larson Vote Results: Unanimous</p>
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	<ul style="list-style-type: none"> <li>● Supported Quiet Study Teacher - Lisa Fisher</li> <li>● Discussion concerning step and lane schedule and current stipulations</li> <li>● <b>AMENDED: comment to reflect Chance said he voted against the contract because of offering a first year teacher a max lane contract.</b></li> </ul>	<p>By: Chance Adams                  Second: Mark Larson                  Vote Results: Unanimous</p> <p>7.1.6 Approve .5 Teacher (social Sciences)+.5Para (Gen Ed and SPED Secretary - Jennie Lanz.                  By: Jodie Olson                  Second: Tiffany Happel                  Vote Results:                  In favor: Darryl Holman, Tiffany Happel, Jodie Olson, Sarah Winger and Mark Larson.                  Against: Chance Adams</p>
<p><b>8.Organizational Performance Review</b> <i>(Review and acceptance of monitoring reports of policy)</i></p>	<p>8.1 Update on contact with Stacy of Out of the Woods Consulting for Training on Executive Director Reports and Board Training</p> <ul style="list-style-type: none"> <li>● Proposal: August 2017-August 2018</li> <li>● New Board members and brush up course for existing and hourly session with the new executive director.</li> <li>● Potential dates: New members - afternoon of 9.12.17</li> </ul> <p>Discussion that with only 2 new members, may not be needed and could all just be in tune up. Need to get commitment from Dr. Dave. Tiffany, Dr. Dave, Kristin, Erica and Darryl.                  Tune up training - October 10th Noon on or move board meeting to the 7th or the 14th.                  Discussion - prefer the 10th. Stacy would like some suggestions.</p>	

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	<ul style="list-style-type: none"><li>● Nikki will contact Dr. Speiker - is he still providing? Could we pay him to come up and provide for our (and perhaps other charters)</li><li>● no further action</li></ul> <p>11.2 Parent Satisfaction Results</p> <ul style="list-style-type: none"><li>● Kristin is working on getting access to the survey from the survey monkey results</li><li>● postpone to 9.12.17 to have the results</li></ul>	
<p><b>12.Board Decisions/Work</b> (<i>Logistics, retained management functions, etc.</i>)</p>	<p><b>12.1 Financial</b></p> <p>12.1.1 Expenditure Matrix, Payment Register, Cash Flow Statement - 201712 &amp; 201801</p> <p>12.1.2 UnAudited Financial Statement for the 16-17 School Year</p> <p>12.1.3 Review Expansion related expenditures and approvals and reaffirm for 17-18 year current balance of previously approved as continuing available.</p> <p>12.1.4 Budget updates: 16-17 Budget - Speech services - FYI</p>	<p>12.1.1 Motion: Lump all 12.1 financial together excluding 12.1.2. By: Chance Adams Second: Mark Larson Vote Results: Unanimous</p> <p>12.1.1 Motion: Approve all 12.1 financial excluding 12.1.2. By: Chance Adams Second: Jodie Olson Vote Results: Unanimous</p> <p>12.1.2 Motion: Accept the unaudited financial statement in record and add to the annual calendar. By: Jodie Olson Second: Chance Adams Vote Results: Unanimous</p>

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	<ul style="list-style-type: none"><li>● Approve Business Manager, Nicole Thompson, to make electronic transfers between First National Bank Accounts.</li></ul> <p>12.1.7 Annual Election of Local Education Agency (LEA) Representative - Rebecca Snyder</p> <ul style="list-style-type: none"><li>● Reviews and files annual plan to maintain compliance with appropriate federal statutes, regulations and procedures in relation to the Title I grant.</li><li>● Acts as the responsible authority relating to the administration of any improvement plan.</li><li>● Periodically updates the Board of Education regarding goals, strategies and practices, participates as a member of the school leadership implementation team, and works in collaboration with the Regional Centers of Excellence and/or MDE.</li></ul>	<p>12.1.7 Motion: The local Board of Education/Charter Board of TrekNorth Jr. &amp; Sr. High School (LEA Name) has authorized Rebecca Snyder at a monthly meeting on August 08, 2017 to act as the Local Education Agency (LEA) representative in reviewing and filing the plan as provided under P.L. 107-110 for school year 2017-2018. The LEA Representative will ensure that the school district (LEA) will maintain compliance with the appropriate federal statutes, regulations, and procedures and will act as the responsible authority in all matters relating to the administration of this improvement plan. The local Board of Education/Charter Board ensures that its designee(s) will periodically update the Board regarding goals and strategies/practices, participate as a member of the school leadership implementation team, and work in collaboration with the Regional Centers of Excellence</p>
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	<ul style="list-style-type: none"> <li>● Asset Protection (EL: 2.6), Treatment of Students (EL: 2.1), Treatment of Parents/Guardians (EL: 2.2)</li> <li>● Review Ends</li> <li>● Projected growth results MCA</li> <li>● Linkage Calendar</li> <li>● Signature of Conflict of Interest Statement - Board members</li> <li>● Governance Policy Review Committee &amp; Board Management Delegation Policy Review Committee</li> <li>● Parent Satisfaction Results</li> <li>● Treatment of Staff (EL:2.3), Financial Condi/Act (EL: 2.5), Comp/Benefits (EL:2.8)</li> <li>● Review current pay scale - post admin/teacher committee formation. Bring back to the board for the October meeting.</li> </ul>	
<p><b>15.VOA Meeting Observation Form</b></p>	<ul style="list-style-type: none"> <li>● VOA Evaluation - passed</li> </ul>	
<p><b>16.Adjourn</b></p>	<ul style="list-style-type: none"> <li>● Adjourn: 9:07 p.m.</li> </ul>	<p>Motion: Motion to Adjourn at 9:07 p.m.                  By: Jodie Olson                  Second: Sarah Winger                  Vote Results: Unanimous</p>