

TrekNorth Junior & Senior High School Board of Directors

6:00 pm Board Meeting

February 12, 2019

Members present:

- Bruce Banta Jodie Olson
- Chance Adams (OAP) Ekren Miller
- Darryl Holman Dave VanEngelenhoven (Dr. Dave)
- Dave Lavrenz Leslie Drimel
- Tiffany Happel

Ex-Officio Members Present:

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

DKH
3/12/2019

Agenda Item	Notes:	Vote: 02.12.2019
<p>Call to Order, 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"> • Call to order: 6:00 p.m. • Roll Call held, results above • Quorum - Confirmed • Mission Statement Read 	
<p>Public Comment, Guest(s) Maximum 5 min each, 30 minutes total</p>	<ul style="list-style-type: none"> • BSU Students, observe • Student Council Representatives, observe 	
<p>Additions/Changes to the agenda</p> <p>Approval of Agenda</p>	<ul style="list-style-type: none"> • No Additions/Changes 	<p>Motion: Approve agenda as provided. By: Ekren Miller Second: Jodie Olson Vote Results: Unanimous</p>
<p>Conflict of Interest</p>	<ul style="list-style-type: none"> • None Stated 	
<p>Approval of minutes from previous meeting</p>	<p>6.0 - January 15, 2019</p> <ul style="list-style-type: none"> • Amend: 12.0.3 Budget Discussion - SPED Psych <ul style="list-style-type: none"> ○ Increase by \$13,000 to a total annual budget of \$26,000-\$32,000 and 	<p>6.0 Motion: Approve 01.15.11 minutes as AMENDED. By: Jodie Olson Second: Bruce Banta Vote Results: Unanimous</p>

	<ul style="list-style-type: none"> ○ 12.0.3 Motion: Approve increase in SPED Psych budget to reflect total of \$26,000-\$32,000. Utilizing funds from 419 and increasing both the expense and revenue portions of the budget from that fund. By: Jodie Olson Second: Chance Adams Vote Results: Unanimous 	
<p>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>7.0 No Agenda Item</p>	
<p>Organizational Performance Review (Review and acceptance of monitoring reports of policy) Pursuant to 2.9.1 <u>Monitoring Data in Monitoring</u> concerning communication and support to the Board:</p> <ul style="list-style-type: none"> ● Able to request clarifications from the Executive Director ahead of the meeting when reviewing and the Ex Director will reply all with the answer to expedite the meeting discussion. 	<p>8.0 Asset Protection (EL: 2.6)</p> <ul style="list-style-type: none"> ● Handout ● Review of submission 2.6.8 - External Usage <ul style="list-style-type: none"> ○ Reasonable Interpretation - 6 yes, 0 No ○ Sufficient Data - 6 yes, 0 no 2.6.7 - Preserving Environment <ul style="list-style-type: none"> ○ Reasonable Interpretation - 6 yes, 0 No ○ Sufficient Data - 6 yes, 0 no ○ Question about the safety glass - mixed feelings of both good and bad comments ○ Working on communication - getting speaker added 2.6.6 - Organizational Identity <ul style="list-style-type: none"> ○ Reasonable Interpretation - 6 yes, 0 No ○ Sufficient Data - 6 yes, 0 no 2.6.5 - Public Image <ul style="list-style-type: none"> ○ Reasonable Interpretation - 6 yes, 0 No ○ Sufficient Data - 6 yes, 0 no 	

	<ul style="list-style-type: none"> ○ Comment concerning the logo and the school's ability to affect that usage 2.6.4 - Information Protection <ul style="list-style-type: none"> ○ Reasonable Interpretation - 6 yes, 0 No ○ Sufficient Data - 6 yes, 0 no 2.6.3 - Liability Exposure - <ul style="list-style-type: none"> ○ Reasonable Interpretation - 6 yes, 0 No ○ Sufficient Data -6 yes, 0 no ○ Comment concerning trip leader liability coverage - new attachment 2.6.2 - Physical Assets - <ul style="list-style-type: none"> ○ Reasonable Interpretation - 6 yes, 0 No ○ Sufficient Data - 6 yes, 0 no 2.6.1 - Insurance <ul style="list-style-type: none"> ○ Reasonable Interpretation - 6 yes, 0 No ○ Sufficient Data -6 yes, 0 no 2.6.0 - Global Constraint <ul style="list-style-type: none"> ○ Reasonable Interpretation - 6 yes, 0 No ○ Sufficient Data - 6 yes, 0 no ● No Further Action, Changes or amendments to policy noted 	<p>8.0 Motion: Accept the monitoring report Asset Protection (EL: 2.6) as having provided reasonable interpretations and data that demonstrated compliance with those interpretations. By: Ekren Miller Second: Tiffany Happel Vote Results: Unanimous</p>
<p>Membership Linkage Activities <i>(Attend to board's strategy, activities, & applications)</i></p>	<p>9.0 Next Parent Survey Questions - Finalization</p> <ul style="list-style-type: none"> ● Google Doc shared with limited number of responses ● 4 potential questions listed with final chosen to include: <ul style="list-style-type: none"> ● What do you see as the strengths & weaknesses of TrekNorth? ● What would you like to communicate to the school board in regards to the operation of TrekNorth? ● No further action 	

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<p>0. Policy Development (<i>Attend to additions and amendments to governing policies</i>)</p>	<p>10.0 No Item</p>	
<p>1. Board Education (<i>Presentations and discussions according to the board's annual plan</i>)</p>	<p>11.0 Handout</p> <ul style="list-style-type: none"> ● Jodie is attending the Data Privacy training in Duluth on February 14, 2019. Recommended by other VOA member schools. ● No further action 	
<p>2. Board Decisions/Work (<i>Logistics, retained management functions, etc.</i>)</p> <p>Contracts Pursuant to 3.3.3 Executive Director Authorization in Delegation <i>the Executive Director, the Director has the authority to offer employee contracts. However, guidance from VOA has directed that all contracts retain board approval:</i></p>	<p>12.0 Financial</p> <p>12.0.1 Reports: Expenditure Matrix, Payment Register, Cash Flow Statement, Balance Sheet and Budget vs. Actual ADM - 201907</p> <p>12.1 Expansion</p> <ul style="list-style-type: none"> ● Update on ABC Board <ul style="list-style-type: none"> ○ Scheduled the annual meeting for February 22, 2019, at 3 p.m. at the Bunkhouse ○ Received Michael Meehlhause resignation ● No Further Action <p>12.2 Contract(s)[citation: 3.3.3 Executive Director Authorization]:</p> <p>12.2.1 Internal Contracts (in addition to annual contract) -</p> <ul style="list-style-type: none"> ● SPED Long-Term Sub (extension from 1.22.19-2.22.19) - Carla Patch ● Gen Ed Classroom Monitor (extension to 2nd semester) - Ben Rudnick 	<p>12.0.1 Motion: Approve 201907 Expenditure Matrix, Payment Register, Cash Flow Statement, Balance Sheet and Budget vs. Actual ADM. By: Tiffany Happel Second: Ekren Miller Vote Results: Unanimous</p> <p>12.2.1 & 12.2.2 Motion: Approve internal and external contracts for the 18-19 school year as listed in the minutes. By: Bruce Banta Second: Jodie Olson Vote Results: Unanimous</p>

12.2.2 External Contract - New Hires

- Speech (Coach) Asst.- Tia Massar

12.3 Director Eval Committee

12.3.1 Update

- Working on finalizing the staff survey questions
- Data collected from the survey will be shared with Kristin and full update to the board (closed session) in the March meeting.
- No Further Action

12.4 Board Election Committee

12.4.1 Update on Solicitation of nominations

- Upcoming committee meeting - haven't held meeting yet
- Suggested getting a media blast out to notify of upcoming openings
- Poster/info at Chili cookoff
- Need community member
- No Further Action

12.5 Discussion concerning make-up days

12.5.1 Updated 2018-19 School Calendar for Review and Approval

- Snow days from the end of January updated to reflect absence
- 165 Student contact time required per statute - with amended calendar, TrekNorth still at 168
- District 0031 making up one day on 2.18.19 and considering make-up in March for other 2 days.

12.5.1 Motion: Accept the updated 2018-19 School Calendar reflecting the snow days at the end of January, reduced student days, no additional student contact days added at this time.
By: Bruce Banta
Second: Tiffany Happel

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	<ul style="list-style-type: none">● Not recommending making up this time unless additional days taken in the coming months - that would be brought back to the board.● Discussion <p>12.6 VOA Site Visit Acceptance and Signature</p> <ul style="list-style-type: none">● First year with no additional requirements to show pending or needing improvement● Continue to work on goals concerning closing gaps● TrekNorth presented at the VOA conference● Contract renewal in process	<p>Vote Results: Unanimous</p> <p>12.6 Motion: Accept the VOA Site Visit Rubric. By: Jodie Olson Second: Ekren Miller Vote Results: Unanimous</p>
<p>3. Other Information (Incidental information from the CEO in accordance with board policies such as Communication and Support to the Board) pursuant to 2.8.3 <u>Compensation and Benefits</u></p>	<p>13.0 Student Performance</p> <ul style="list-style-type: none">● Honor roll breakfast being planned - another piece of growing academic culture here at TrekNorth.<ul style="list-style-type: none">○ 56 students that have a 3.0 GPA or higher.○ Students and their parents are invited to attend a breakfast to celebrate this hard work.○ Discussion on additional celebrations based on GPA● Backpack buddies is in place● TNTutoring and transportation still in place with added transport to Boys and Girls Club this year● No Further Action <p>13.1 General Discussion - Current Events</p> <ul style="list-style-type: none">● Handout● Lottery 02.13.19● Chicago Trip returned this week, students told the teachers how good it was. Chaperone spoke to how well	

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	<p>it went and activities and service learning components of the trip</p> <ul style="list-style-type: none"> • No Further Action 	
<p>4.To Do Next Meeting</p>	<p>March 12, 2019</p> <ul style="list-style-type: none"> • Director Eval Committee: per Minnesota Statute 13D.03: Closed meetings for Director Evaluation, no ex-officio members present • Election Committee: Solicitation of nomination update • Expansion • 2019-2020 School Calendar • Annual Training Update <ul style="list-style-type: none"> • Data Privacy <p>Future Meeting:</p> <ul style="list-style-type: none"> • Data Privacy Training for all Board 	
<p>5.VOA Meeting Observation Form</p>	<ul style="list-style-type: none"> • VOA Evaluation - passed 	
<p>6.Adjourn</p>	<ul style="list-style-type: none"> • Adjourn: 7:04 p.m. 	<p>Motion: Motion to Adjourn at 7:04 p.m. By: Ekren Miller Second: Jodie Olson Vote Results: Unanimous</p>