

TrekNorth Junior & Senior High School Board of Directors

6:00 pm Board Meeting

March 12, 2019

Members present:

- | | |
|-------------------------|--|
| <u>A</u> Bruce Banta | <u>x</u> Jodie Olson |
| <u>x</u> Chance Adams | <u>x</u> Ekren Miller |
| <u>x</u> Darryl Holman | <u>x</u> Dave VanEngelenhoven (Dr. Dave) |
| <u>x</u> Dave Lavrenz | <u>x</u> Leslie Drimel |
| <u>A</u> Tiffany Happel | |

Ex-Officio Members Present:

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

4/9/2019

Agenda Item	Notes:	Vote: 03.12.2019
<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"> ● None 	
<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: Chance Adams 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 - February 12, 2019</p> <ul style="list-style-type: none"> ● No amendments stated 	<p>6.0 Motion: Approve 02.12.19 minutes as submitted. By: Jodie Olson Second: Ekren Miller Vote Results: Unanimous</p>

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<p>. Consent Agenda (<i>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</i>)</p>	<p>7.0 No Agenda Item</p>	
<p>. Organizational Performance Review (<i>Review and acceptance of monitoring reports of policy</i>) <i>ursuant to 2.9.1 <u>Monitoring Data in Monitoring</u> concerning communication and support to the Board:</i></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 No Agenda Item</p>	
<p>.Membership Linkage Activities (<i>Attend to board's strategy, activities, & applications</i>)</p>	<p>9.0 Update on Activity</p> <ul style="list-style-type: none"> ● Chili Cook-off - Board had a presence ● Questions finalized at last meeting for the parent survey utilized and out for completion, results will be compiled in April ● Next upcoming event is the family dinner in Cass Lake on March 19th ● Awards night upcoming - Make official introduction of Board members. Board does the welcome address? ● No further action 	
<p>0.Policy Development (<i>Attend to additions and amendments to governing policies</i>)</p>	<p>10.0 No Agenda 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"> ● Data Practice Training that Jodie was scheduled to attend - Jodie was there, MDE trainer was not. An upcoming training will be required by someone on the board as it is now part of the Charter School Statutes for Board members - Dave volunteers to attend for the board in the cities on March 21, 2019. ● No further action 	

2. Board Decisions/Work (*Logistics, retained management functions, etc.*)

Contracts Pursuant to 3.3.3 Executive Director Authorization in Delegation by the Executive Director, the Director has the authority to offer employee contracts. However, guidance from VOA has directed that all contracts retain board approval:

12.0 Financial

12.0.1 Reports: Expenditure Matrix, Payment Register, Cash Flow Statement, Balance Sheet and Budget vs. Actual ADM - 201908

12.1 Expansion

- ABC Board meeting minutes posted on TrekNorth website
- No Further Action

12.2 Contract(s)[citation: 3.3.3 Executive Director Authorization]:

12.2.1 Internal Contracts (in addition to annual contract) -

- None

12.2.2 External Contract - New Hires

- Education Law Specialists, Booth Law Group, LLC - Billed hours only at rates ranging from \$125/hr - \$265/hr depending on position assigned to issue
 - question concerning potential conflict if two schools have same representation.
 - clarification that any local, non-educational matter will continue to be handled by Haskell Law Firm
- Indian Ed Liaison - Lisa Johnson - Estimated contract not to exceed \$3257.88 for the 18-19 school year.
- SPED Para - Vanessa Burkman, replacement for para position vacated at the beginning of February.

12.0.1 Motion: Approve 201908 Expenditure Matrix, Payment Register, Cash Flow Statement, Balance Sheet and Budget vs. Actual ADM.

By: Chance Adams
Second: Ekren Miller
Vote Results: Unanimous

12.2.2 Motion: Approve external contracts for the 18-19 school year as listed in the minutes.

By: Chance Adams
Second: Ekren Miller
Vote Results: Unanimous

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- suggestion to add step in contract for reference

12.3 Director Eval Committee

12.3.1 Closed meeting per Minnesota Statute 13D.03:
Closed for Director Evaluation, no ex-officio members present

- Recorded per statute
- Comments post re-open:
 - Good Review - Awesome job Kristin with specific cited on policy completion.
 - Thank you for everything you do!

12.4 Board Election Committee

12.4.1 Update on Solicitation of nominations

- Following the board binder policy:
 - Send out nomination email tonight or tomorrow to all parents and staff
 - Nominations due back by March 29th at 3:10 p.m.
 - Ballots will be sent out first week of April and accepted until 4.26.19 at 3:10 p.m.
 - May meeting will discuss results and contact those that win the elections
 - June will finalize the results and membership
 - 5 positions open - 3 Teacher, 1 Parent and 1 Community member

12.3 Motion: Close the meeting for Director Evaluation, per Statute 13D.0 at 6:24 p.m.
By: Chance Adams
Second: Jodie Olson
Vote Results: Unanimous

12.3 Motion: Reopen the 3.14.19 Board Meeting at 7:0 p.m.
By: Jodie Olson
Second: Ekren Miller
Vote Results: Unanimous

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- No Further Action

12.5 2019-2020 School Calendar

- Handout (A, B, C and ISD31 most likely for comparison)
- Discussion concerning version A, B and C
 - All 3 have the 3 staff days at end of June
 - Small differences between them on breaks - dates and length
 - Discussion concerning teacher inservice days
 - Discussion concerning conferences
 - Motion to approve version C for the 19-20 school year

12.5 Motion: Approve version C for 2019-2020 School Calendar.
By: Jodie Olson
Second: Dave VanEngelenhoven
Vote Results: Unanimous

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 Compensation and Benefits

13.0 Student Performance

- Handout
 - Highlight - honor roll breakfast - over 50 students and their parents participated
 - MCA testing begins next week
 - Student Council - NW Division of Student Council with networking and summits 2x's per year. One of our students was elected to the student representation for the upcoming year. They meet 3x in the year and partake in leadership building events.
- The Board recognizes the effort of TrekNorth's Student Council member Olivia Webb to be the student representative on the NW Division of Student Councils effective for the 19-20 school year.

13.0 Motion: The Board recognizes the effort of TrekNorth's Student Council member Olivia Webb to be the student representative or the NW Division of Student Councils effective for the 19-20 school year.
By: Chance Adams
Second: Dave Lavrenz
Vote Results: Unanimous

13.1 General Discussion - Current Events

- Handout

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	<ul style="list-style-type: none"> ● College signing day coming up - BIG deal for the seniors! Kristin will let the Board know when the day is scheduled so members can attend. ● Discussion concerning the handout and how good/helpful it is for not only the members but for any parents looking through the documents ● No Further Action 	
4.To Do Next Meeting	<p>April 9, 2019</p> <ul style="list-style-type: none"> ● Final Director Eval Committee: per Minnesota Statute 13D.03: Closed meetings for Director Evaluation, no ex-officio members present ● Election Committee: Mail out ballots and nominee information for vote ● Expansion ● Financial Condition and Activity (EL: 2.5) ● Communication and Support to Board (direct inspection) (EL: 2.9) ● Board Management Delegation Policy Review (BMD: 3.0-3.6) <ul style="list-style-type: none"> ○ Board Self-Assessment ● Governance Policy Review (GP: 4.0-4.9) ● Board Member Self-Assessment ● Data Practices as presented by Dave L. 	
5.VOA Meeting Observation Form	<ul style="list-style-type: none"> ● VOA Evaluation - passed 	
6.Adjourn	<ul style="list-style-type: none"> ● Adjourn: 7:45 p.m. 	<p>Motion: Motion to Adjourn at 7:45 p.m. By: Jodie Olson Second: Chance Adams Vote Results: Unanimous</p>