



School District 4084, October 26, 2015 Board Minutes
Approved November 23, 2015

Mission: *North Shore Community School excels in connecting our students' academics and learning with their natural and social environments in a nurturing community setting.*

Call to order: 6:36 p.m.

Attendance: Chris Butler, ~~Michelle Compton~~, Linda Johnson, ~~David Nolle~~, Rick O'Hearn, Kristi Lounsberry, Paul Simonson

Ex officio: Interim Director Barry Wolff, Business Assistant Nikki Carpenter

Others: Raquel Mead, Elizabeth Williams, Lee Mattson

Concerns from audience:

I. Approve agenda: PS/LJ M/S/C

II. Consent Agenda: LJ/KL M/S/C

All items on the Consent Agenda are action items. A single vote for the consent agenda passes all items listed on the agenda. Any director may request an agenda item be pulled for discussion and held for a separate vote. Prior to a vote on the consent agenda, the Chair will open the floor for comment from directors including requests to pull items. Once all items to be pulled have been identified, the Chair will call for a vote on the remaining Consent Agenda items. Discussion and action on items pulled will be managed individually.

A. Approve meeting minutes: September 28, 2015 RO/PS M/S/C

B. Finance:

1. A. Review September 30, 2015 treasurer report.
2. B. Approve September general checking, Scrip, and Activity account bank Reconciliations
3. C. Approve September journal entries
4. D. Approve Resolution 1 September operating receipts in the amount of \$121,026.65.
5. E. Approve Resolution 2: September Scrip in the amount of \$ 5,369.78.
6. F. Approve Resolution 3: September Checks 10926-10991 in the amount of \$ 124,223.54.
7. G. Approve Resolution 4: September EFT payroll transactions in the amount of \$ 153,484.76.
8. H. Approve Resolution 5: September credit card/other in the amount of \$ 4,412.56.
9. I. Approve Edible School Yard grant in the amount of \$2,000.00 from the Unsung Hero's Foundation and \$ 2,000.00 from the Whole Kids Foundation.
10. Motion from the Director to approve annual SERVS Financial Access Authorization.

C. Review of Policies (on schedule)

1. Policy 407: Employee Right To Know (Recommend no changes)
2. Policy 420: Communicable Diseases (Recommend no changes)
3. Policy 413: Harassment and Violence (Personnel Committee did not meet continue until Nov. Board meeting)

D. Review of Policies (*off schedule*)

1. Policy 410: Family Medical Leave (Personnel Committee did not meet recommend continuing until Nov. Board meeting)
2. Policy 714: Purchasing Revised (Recommendation from the Finance Committee to revise Policy 714 Purchasing as presented.)
3. Policy 210: Board Conflict of Interest (Continue until attorney reviews)
4. Policy 712: Procurement (Continue until attorney reviews)
5. Policy 417: Chemical Education (Continue until attorney reviews)
6. Policy 418: Drug Free Workplace (Continue until attorney reviews)

III. Committee updates

A. Finance Committee: Minutes in information packet

1. Lee presented quarterly internal financials. He is committed to providing this statement each quarter for the board.

2. Audit is mostly completed. Should be ready to present at the November board meeting.

B. Curriculum Committee: Minutes in information packet

C. Personnel Committee: NO MEETING

D. Communications Committee: Finished vision cards

E. Nomination Committee: Minutes in information packet

1. Mailings are getting ready to go out to stake holders.

F. Executive Committee: Minutes in information packet

IV. Director's Update

A. Enrollment - Currently at 345 students.

B. Vision Cards\Strategic Plan

C. Contract/Policies/Handbook update

D. Website - Goal to launch by the second week in November.

E. Employment Law for Charter School Seminar - Nikki, Cheryl and Barry will attend on Thursday.

V. Unfinished Business

A. Acceptance of 2015-2015 Employment Agreements - Motion to accept signed employee contracts. LJ/KL M/S/C

B. Strategic Plan update - Vision Cards - Finished and a copy was given to the board. Motion for the director to update the board on the strategic plan at June and October board meetings going forward. KL/LJ M/S/C

Motion to accept the 2015-2020 Strategic Plan as presented. PS/LJ M/S/C

C. Director Evaluation Process - Motion to accept the Superintendent goals presented by Interim Director Wolff for the 2015-2016 school year. KL/LJ M/S/C

Motion to approve conducting mid year evaluation in January 2016 and a Summative Evaluation in June 2016 with Interim Director Wolff. KL/LJ M/S/C

D. Board Self Evaluation Results

VI. New Business

- A. By-law revision - to correct errors made in haste in September. Motion to rescind the motion to amend by-laws during September board meeting. PS/RO M/S/C
- B. Annual Report status - World's Best Workforce/Strategic Plan and Annual report are all very similar documents. Interim Director Wolff is working on merging all these documents and will be ready to present at the annual meeting.

VII. Correspondence

- A. Board obligations related to Health Care Services (Cervin e-mail) - Barry went over different areas that NSCS is in compliance with. Barry will bring further information back to the November board meeting. Motion to task Interim Director Wolff to have a health services audit take place to make sure we are in compliance with Minnesota Guidelines for Medication Administration in Schools for the November board meeting. LJ/RO M/S/C

VIII. Recognition

The next Board meeting will be held: November 23, 2015 6:30 p.m. in the Library.

- IX. Adjourn:** Motion to adjourn at 7:45pm KL/PS - Unanimous

Information Packet

- 1. Minutes from September 28, 2015**
- 2. Director's Update**
- 3. Board Committee Reports**
 - **See attached minutes**