

**COMPASS PUBLIC CHARTER SCHOOL
BOARD MEETING MINUTES
August 9, 2007**

Executive Session

Following a roll call vote in public session, the board held an executive session pursuant to Idaho Code Section 67-2345 (1) a. to consider hiring a public officer, employee, staff member, or individual agent.

At 6:09 PM, Chairman C. Jensen called the executive session to order. Members present were, Chairman C. Jensen, Director E. Jensen, Director Dison, Director Simmons, Director Christensen and Director Zito.

The board discussed details relating to hiring of staff.

Chairman C. Jensen and Director E. Jensen excused themselves half way through the meeting to give other board members the opportunity to engage in candid discussion.

At 6:57 PM, seeing nothing further to discuss, acting Chairman Dison declared the executive session adjourned.

Public Session- The meeting was held at the Compass Public Charter School, 2511 W. Cherry Lane, Meridian, Idaho.

1. Opening of Meeting

- a. Call Meeting to Order: At 6:07 PM, Chairman Jensen called the meeting to order.
- b. Roll Call: The Clerk of the Board took the roll. Members present were, Chairman C. Jensen, Director E. Jensen, Director Dison, Director Simmons, Director Christensen and Director Zito. Chairman Jensen asked that Director Barrus be excused due to a death in the family.
- c. Call for Executive Session: Chairman C. Jensen stated that she would entertain a motion to move into executive session. Director E. Jensen *moved that the board move into executive session pursuant to Idaho Code Section 67-2345(1) a. to consider hiring a public officer, employee, staff member, or individual agent.* Director Dison seconded the motion and a roll call vote was taken. Board members voting in favor of the motion were Chairman C. Jensen, Director E. Jensen, Director Dison, Director Simmons, Director Christensen and Director Zito. There were no opposing votes.
- d. Reconvene Public Session: At 7:10 PM, Chairman C. Jensen reconvened the public session.
- e. Pledge of Allegiance: Chairman C. Jensen asked Administrator Trudeau to lead the pledge.
- f. Approval of Agenda: Chairman Jensen asked if there were any changes to the agenda. Director Dison requested that item 2c become 2a, item 2a become 2b, and item 2b become 2c. Director E. Jensen *moved that the agenda be approved with the recommended changes.* Director Simmons seconded the motion, which passed with a vote of 6 in favor and 0 opposing.
- g. Approval of Minutes: Cindy Stover, clerk of the board, explained that the minutes for the June 14, 2007 and July 12, 2007 meetings had not been included in the printed board packets and suggested that their approval be postponed until the September meeting. Chairman C. Jensen agreed.
- d. Persons wishing to speak to an Agenda Item: Chairman C. Jensen asked if there were any persons signed up to speak to an agenda item. The clerk reported that there were none.
- h. Persons wishing to speak to a Non-Agenda Item: Chairman C. Jensen asked if there were any persons signed up to speak to a non-agenda item. The clerk reported that Ms. Janice Christensen had

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signed in to speak about the PFA. Ms. Christensen reported that the PFA had held an election at their last meeting, but there were no teachers present. According to the PFA bylaws the election was void. She wanted to know what the board would suggest. Chairman C. Jensen suggested that the PFA hold another election.

2. Old Business

a. Board Reorganization:

- 1) Auditor: Chairman C. Jensen stated that the board needs to approve the independent auditor that Compass Public Charter School will use for their annual audit. She stated that Timothy S. Folke had performed the last 2 audits. Director E. Jensen *moved that Timothy S. Folke be retained as auditor for the 2007-2008 fiscal year.* Director Simmons seconded the motion, which passed with a vote of 6 in favor, 0 opposing.
- 2) Clerk: Chairman C. Jensen stated that the board needs to approve the person who will act as the clerk of the board for the fiscal year. Director Simmons *moved that Cindy Stover be retained to serve as clerk of the board for the 2007-2008 fiscal year.* Director Dison seconded the motion, which passed with a vote of 6 in favor, 0 opposing.
- 3) Oath of Office: Cindy Stover administered the Oath of Office to board member Neil Christensen.
- 4) Resignations: Chris Jensen and Eric Jensen submitted their resignations, citing personal reasons. The resignations are effective at the end of the August 9, 2007 board meeting.
- 5) Officers: Chairman Jensen acknowledged that some of the board officers would need to be elected, to fill the vacancies left by the resignations. She stated that someone who had served for 2 years on a Harbor School board needed to fill the offices of chairman and treasurer. These two offices cannot be held by the same person. Director E. Jensen *nominated Bridget Barrus to serve as Chairman.* Director Dison seconded the nomination. A vote was taken and Bridget Barrus was elected as Chairman with a vote of 6 in favor, 0 opposing.
Chairman C. Jensen then announced that the office of Treasurer needed to be filled. Director Zito *nominated Teri Dison to serve as Treasurer.* Director Simmons seconded the nomination. A vote was taken and Teri Dison was elected as Treasurer with a vote of 5 in favor, 0 opposing. Director Dison abstaining.
Chairman C. Jensen announced that the office of Secretary needed to be filled. Director E. Jensen *nominated LeAnn Simmons to serve as Secretary.* Director Christensen seconded the nomination. A vote was taken and LeAnn Simmons was elected as Secretary with a vote of 5 in favor, 0 opposing. Director Simmons abstaining.

b. Contracts: Administrator Trudeau submitted contracts for the High School Spanish Instructor and the Community Relations Director. Director Dison *moved that the board approve the contracts submitted by Administrator Trudeau.* Director Christensen seconded the motion, which passed with a vote of 4 in favor, 0 opposing. Chairman C. Jensen and Director E. Jensen abstaining.

c. Janitorial Services: Chairman Jensen stated that Director Simmons had researched the difference between contracting out the janitorial services and hiring an employee to perform the services. Director Simmons recommended hiring an employee. *Director Simmons moved that the board delegate the responsibility of hiring an individual to perform the janitorial services to Administrator Trudeau.* Director Zito seconded the motion, which passed with a vote of 6 in favor, 0 opposing.

3. New Business

- a. Policy Reading: Administrator Trudeau asked John Fearey to read the following **Graduation Requirements Policy:**
Students at Compass Public Charter High School follow a common, college preparatory course of study.

Content Area	Graduation Credit Requirement
Language Arts	9
Mathematics	8
Science	8
Social Studies	8
Humanities	4
Health	1
PE	1
General Electives	8
Career Focus Electives	5
Family/School/Comm. Service	4
College Readiness Exam	PLAN or PSAT
Senior Project	Required including oral presentation, project and written report
College Entrance Exam	ACT, SAT or Compass by the end of 11 th grade
TOTAL CREDITS	56

Mr. Fearey then read the **High School Grading Policy:**

Parents receive both interim reports and full report cards regarding their children’s academic standing and citizenship. Teachers give most assignments and all tests numerical designations, which then guide the teachers in assigning interim report and full report card grades.

Teachers in the High School assign letter grades according to the following scale:

93-100%	A	4.0	73-76%	C	2.0
90-92%	A-	3.7	70-72%	C-	1.7
87-89%	B+	3.3	67-69%	D+	1.3
83-86%	B	3.0	63-66%	D	1.0
80-82%	B-	2.7	60-62%	D-	.7
77-79%	C+	2.3	0-59%	F	no credit

An A is defined as excellent; B as above average; C as average; D as below average; F as failing. On the report card, a class profile is included in each subject whereby a student’s grade may be seen relative to the median grade in the class. Grade-point average is calculated and published on each report.

Mr. Fearey then read the **Academic Warning and Probation Policy:**

A student is placed on academic warning for receiving one F or two grades of D+ or lower in a marking period. A student is placed on academic probation for

- (1) receiving two Fs or three or more grades of D+ or lower in a marking period, or
- (2) being placed on academic warning for two consecutive marking periods.

Any student who receives an F in a course will not receive credit for that course and will be required to retake the course at a cost of \$150. The re-take course may be offered outside of the regular school day.

Finally, Mr. Fearey read a definitions of terms relating to student absences:

Definition of Absences – Absences due to illness and death in the family are the only absences that Compass Public Charter School will consider excused absences. All other absences will be considered unexcused unless there are extraordinary circumstances. Extraordinary absences other than illness, accident or bereavement require prior written request from parent or guardian. Court appearances, professional appointments or religious observances may be considered extraordinary with administrative approval; family trips or vacations won't be considered extraordinary. Compass Public Charter School recognizes that attendance decisions ultimately rest with the parent or guardian. In order for absences due to illness or bereavement to be excused, oral or written communication from the student's parent or guardian must be received within 48 hours of the last day of the absence. A physician's letter documenting the need for absence from school is required for excessive absences due to illness. All absences, excused or unexcused, count toward the 96% attendance criteria.

Unexcused absences - 3 unexcused absences in any class during one semester will result in a loss of credit unless the absence is cleared by the school administrator as extraordinary within five (5) days of the absence.

Excused absences - Students who receive six (6) absences in any class during one semester will lose credit unless the absence is cleared by the school administrator as extraordinary within five (5) days of the absence.

Excessive absences – If a student is absent for 15 days in a semester, whether or not the absences are verified, the student will be dropped from school. If the student seeks re-enrollment, the student will be required to present his/her academic goals and attendance commitment to a faculty committee. Following this process, the student may be re-enrolled if space allows. Otherwise the student will be placed on the waiting list for his/her grade.

Administrators will make decisions in keeping with the overall intent of this policy. The appeal process will be first to the secondary principal, then to the school administrator and finally to the board of trustees.


During the discussion that followed, it was discovered that a row was missing from the Graduation Requirements table. The missing row, which has been placed in the table in these minutes, indicates that 8 General Electives are needed for graduation.

Director E. Jensen *moved that the policies for graduation requirements, high school grading, and academic warning and probation be adopted.* Director Christensen seconded the motion, which passed with a vote of 6 in favor, 0 opposing.

Director Zito *moved that the definitions relating to student absences be approved.* Director E. Jensen seconded the motion, which passed with a vote of 6 in favor, 0 opposing.

4. Reports

- a. Administrator's Report: Administrator Trudeau reported that everything is on track with the remodel. Volunteers are needed to move furniture and appliances. Moving should begin on August 17.
- b. Student Council Report: Carlotta Zito stated that there was nothing to report.
- c. Food Services Committee Report: Chris Jensen reported that supplies and equipment have been ordered. She thanked Ms. Long for cleaning and waxing the kitchen floor.

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- d. Parking Lot/Traffic Flow Committee Report: Administrator Trudeau reported that the traffic flow would remain the same.
 - e. School Purchases Committee Report: LeAnn Simmons reported that Kelly Trudeau would be hiring the janitorial staff. The small signage will be ordered and installed soon.
 - f. Service Contracts Committee Report: Teri Dison reported that tree removal bids have been received. Coca Cola will be contracted for beverage/snack vending.
 - g. Grant Seeking and Writing Committee Report: Bridget Barrus was unable to be in attendance.
 - j. Sports Program Committee Report: John Fearey reported that the cross-country team was practicing and a volleyball camp was held. Unfortunately, these teams were organized to late for actual competition. Mr. Fearey was planning to contact several athletic directors once they returned from summer break.
 - k. Moving Committee Report: Chairman C. Jensen stated that the leadership of this committee might be changing.
5. Consent Agenda: Chairman C. Jensen asked if board members had had opportunity to review the consent agenda which contained a check register (5/1/2007-5/31/2007) showing expenses of \$34677.51, a check register (6/1/2007-6/30/2007) showing expenses of \$145984.95, a check register (7/1/2007-7/31/2007) showing expenses of \$56416.99, a budget report from July 2007, an activities account report, and a Local Government Investment Pool account report. Director E. Jensen *moved that the board approve the consent agenda*. Director Simmons seconded the motion, which passed with a vote of 6 in favor, 0 opposing.
6. Adjournment: At 8:20 PM, Chairman C. Jensen declared the meeting adjourned.

Chairperson

Secretary

Date Approved