

**North Lakes Academy  
School Board Meeting  
February 9, 2010**

Present: Tiffany Buske, Terry Darwin, Tim Hassler, Joe Hale, Teresa Nelson, , Robin Bergum, Laura Delvillar, Caroline Little (ex-officio), Jackie Saunders (ex-officio), Jan Jensen(ex-officio); Jeff Beimert

Not Present: Shannon Froberg

Visitors: Jennie Senepatiratne, Dennis Hoogeveen CPA, Eric Nelson (teacher), Mike Sletten (student), Ana Carson (student), Monica Tlachac (student), Kirsten Thiele (student), Anne Carson (parent), Allyson Thiele (parent)

Tim Hassler moved to accept the agenda. Jeff Beimert seconded the motion. Motion approved.

Teresa Nelson moved to accept the meeting minutes from 01/12/2010. Tim Hassler seconded the motion. Motion approved.

Jeff Beimert moved to accept the meeting minutes from 01/25/2010. Tim Hassler seconded the motion. Motion approved.

**Committee Updates:**

Financial Committee, Tiffany Buske: They have met to discuss the check register. Register discussed.

CSC Transaction Update, Jan Jensen: CSC has asked us to open a second checking account to handle the transfer of money. Tiffany Buske moved to accept the motion to open a second checking account for CSC to remove state fund money. Laura Delvillar seconded the motion. Motion approved.

Policy Committee: Have parent and staff team organized. We will start with current policies and review. Then look at what new policies will need to be written.

Marketing/Recruitment Committee: Data shared for 2010 – 2011 enrollments. Discussion ensued.

Employee Leave Policy #604, Caroline Little: We will have final read at March meeting.

Background Check Policy #605, Tiffany Buske: Final read completed. Discussion ensued. Teresa Nelson made motion to approve the policy as written. Motion cancelled. Tim Hassler made the motion to approve the policy with the change to every three years for the background check for volunteers. Laura Delvillar seconded the motion. Motion approved.

Auditor's Report Dennis Hoogeveen, CPA: Reviewed the auditor's report. Discussion ensued. Tim Hassler made a motion to approve the auditor's report. Jeff Beimert seconded the motion. Motion approved.

The Board would officially like to acknowledge Jan Jensen and the business office for the excellent job they have done on the Audit this year.

Director's Report from Jackie Saunders for Upper school. Discussion ensued. Jackie shared an Upper School Facilities/Long Term Planning Status Report dated February 2010.

Director's Report from Caroline Little for Middle school. Discussion ensued.

Executive Director Duties, Caroline Little/Jackie Saunders: Director Position being changed to co-share the position instead of Caroline Little reporting to Jackie Saunders. This change would make Jackie Saunders and Caroline Little the employees of the school who will report directly to the Board. Caroline Little will continue to manage the Middle School and Jackie Saunders will continue to manage the Upper School. This would address our needs for the rest of 2009-2010 and 2010 – 2011. Teresa Nelson made a motion to add Caroline Little as Co-Director and remove the title of Executive Director from Jackie Saunders to make them now co-directors.. Tiffany Buske seconded the motion. Motion approved.

Director Assessment Proposal, Jackie Saunders: Verbally shared the proposal. Presented a written proposal at meeting that will be reviewed at the March 2010 board meeting.

Other Business:

Teacher request for Leave, Caroline Little: Special Education Teacher requesting a 2 year leave of absence. This will be tabled for the March 2010 board meeting.

New Building Update, Jackie Saunders: Update provided and discussion ensued.

Uniforms, Teresa Nelson: Majority of the staff is in favor of strict dress code starting with the middle school. Discussion ensued. Middle school and Upper school should meet to discuss and bring to next board meeting.

Jeff Beimert moved to adjourn the meeting at 8:45PM. Tim Hassler seconded the motion. Motion approved.

Respectfully submitted,

Robin Bergum  
Secretary, North Lakes Academy School Board