

APPROVED



Stargate School

Minutes

Governance Board Meeting

Date and Time

Wednesday October 23, 2024 at 7:00 PM

Location

Secondary Library

Directors Present

B. Paul, K. Lindgren, L. Challa, L. Griffin, L. Hosfelt, L. Paquette, M. Faulkner, S. Howorko

Directors Absent

None

Guests Present

1 community member (remote), 2 staff, 2 community members, M. Anderson, R. Greene

I. Opening Items

A. Call the Meeting to Order

L. Paquette called a meeting of the board of directors of Stargate School to order on Wednesday Oct 23, 2024 at 7:11 PM.

B. Roll Call

C. Reading of Stargate Mission

D.

Recognitions and Appreciations

Bibi - Stacy Tempas and members of the 30th anniversary committee.

Karla - Robin and team for ability to attend the CAGT conference. Cleaning crew for a great job cleaning the facilities.

Meryl - 6th grade teachers who have helped students transition to middle school.

Lindsey - Lisa Griffin and Lumakar for preparing the Stakeholder Presentation.

Lisa G - Staff and community members who contributed to the Stakeholder Presentation. Chaperones of overnight field trips. Mr. Holter for helping seniors complete college applications.

Samantha - Members and others involved in the Bond Committee. Dave Logan for his work on the busing pilot. Richard Raehel for his help with policy development and CORA requests.

Lisa - Middle school volleyball coaches and Dave Logan for a successful volleyball season. Lisa and Lumakar for their work on the Stakeholder Presentation. Election and Recruiting Committees for all their work during the SAC election cycle.

Lumakar - Fundraising team who facilitated the recent Fun Run. Lisa Griffin for her work on the Stakeholder Presentation.

E. Board News and Events

Lisa H- elementary music concert, middle school volleyball games

Lisa G - high school volleyball games and high school cross country events

Lindsey - CAGT conference

Meryl - CAGT conference, middle school volleyball games

Bibi - 30th anniversary committee meeting, PRA board meeting and work session

II. Approve Consent Agenda Items

A. Approve Consent Agenda

L. Paquette made a motion to approve Consent Agenda for October 23, 2024.

K. Lindgren seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Minutes for Governance Board Meeting held October 10, 2024

L. Paquette made a motion to approve the minutes from Governance Board Business Meeting (Virtual) on 10-10-24.

K. Lindgren seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. School Operations

A. Executive Director of Academics Report

[Report](#)

B. Staff Report: Athletics

Dave Logan presented an update on athletics and the activities busing pilot:

- 175 middle school and high school students participated in fall sports
- 21 student athletes are participating at different district high schools in tennis, golf, football, and flag football
- The Finance Committee was involved in busing discussions. Plans are preliminary, as the school needs further study and documentation. Meetings were held with local and national charter busing services. Charter buses work in 5-8 hour windows; we need at least 8 hours to provide transportation to and from games. District prices are also expensive, and we only have limited access - mostly only on Saturdays.
- The pilot program will operate for high school basketball season and spring sports with the potential to expand if things go well. The threshold for providing a bus is currently for games that are at least 30 miles from the school. The shortest trip in the upcoming basketball schedule would cost \$1,200-\$1,500, totaling about \$10,000 for basketball season and \$20,000 for the school year with current plans. The pilot program will be reevaluated throughout season as several logistical issues will need to be considered.

C. Staff Report: IT and Data Access

Stargate email accounts are given to all employees, including coaches. The school can have as many emails as determined to be necessary. Our account has a finite amount of space in Google.

With CORA requests, if committee and community members are given emails, then we have to produce those records.

Inactive accounts are disabled, not deleted. If deleted, all data is also deleted.

A recent audit of the Board drive was completed to ensure only Board members have access.

Discussed potential liability for giving committee members Stargate email accounts.

Discussed possibility of liaison and committee chair using a shared account.

Discussed concern about committee members using Stargate email to communicate outside of their scopes.

In absence of school policies, we defer to Adams 12 policy.

Suggested creating committee emails with a shared password versus creating individual accounts for committee chairs.

IV. Public Comment

A. Public Comment

no public comment

B.

Public Comment Response

V. Committee Reports

A. Written Committee Reports

[Election Committee Report](#)

- Discussed potential additional efforts to increase participation in election:
 - incentivize kids to encourage parent participation
 - increase awareness of election at events
 - continue efforts made this election cycle

[SAC agenda](#)

VI. Action Items

A. 2024-2025 Committee Handbook

Updated communication section to define access to committee email address accessible by Board Liaison(s) and Committee Chair(s).

Discussed succession plan and added language regarding Recruiting Committee support in circumstances when a successor is not identified.

L. Paquette made a motion to approve the 2024-2025 Committee Handbook as discussed.

L. Challa seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Committee Charters and Goals

Slight adjustments made to Finance Committee charter. Election, FAC, and Recruiting did not have any changes to their charters.

S. Howorko made a motion to approve the Finance Committee Charter as discussed.

B. Paul seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Discussion Items

A. Data Access Policy

Policy created to advise how Board documents are managed; outlined procedures for audit of Governance Board files.

Discussed development of operational data access policy parallel to Board policy. Board members will continue to work with Richard Raehel to refine language.

Determined that a group email will be created for committees (such as fundraising@stargateschool.org). The Board liaisons and Committee Chairs will have access to the password for the email account.

B. Board Member Assignments

Updated assignments to involve new Board member.

C. Strategic Plan Tracking

Updates will be made next month.

VIII. Future Planning

A. Next Board Meeting Agenda and Board Packet

Reviewed November agenda.

B. Next Admin Sync Meeting

C. Upcoming Events

IX. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:02 PM.

Respectfully Submitted,
L. Hosfelt

Documents used during the meeting

- EDA Report October 2024.pdf
- 2024.09.09 SAC Agenda.pdf