

Duluth Public Schools Academy
Board Development/Personnel Committee
December 14th 2017
NorthStar Academy

Members present: Mike St. John (chair), Lisa Harold
Members absent: Steve Sydow (excused)
Non-members present: Bonnie Jorgenson (Head of Schools)

Called to order: 4:30 p.m.

❖ **Retreat**

- We discussed the overall experience of the retreat and ways to improve in the future.

❖ **Newly elected board members**

- Orientation
 - Reaching out to the two new board elect members to set-up an orientation
 - Include Robert's rules condensed version, By-laws, Board Charter, etc...
- Mentors
 - Creating a job description of what this would entail. We will have for January.
 - What is appropriate at meeting and what isn't the dos and don'ts
- Lisa is reaching out to current secretary to go over how to swear in new members

❖ **Trainings**

- New board member training
 - Working on scheduling a training here in Duluth
 - Reaching out to other schools including Harbor City
- Next month we will go over the interest of board members for additional trainings

❖ **Policy 600 Review**

- We found a few policies that needed to be updated. Motions will be made to approve the changes.

❖ **Other business**

- Ryan Welch has agreed to fulfill the remainder of Jill Kandel's term beginning in January at the conclusion of his current term.

Adjourned 5 p.m.

Respectfully submitted,

Mike St. John