

**WSU Charter Academy Board of Directors
Year End Meeting
June 7, 2022
9:00 – 12:00**

Join Zoom Meeting

<https://weber.zoom.us/j/96757770203?pwd=QUpOeUNoQzI6MzRqV012cVRWY2IHdz09>

Meeting ID: 967 5777 0203

Passcode: 135244

<p>Welcome and Introductions</p>	<p style="text-align: center;">Charter Academy Board of Directors Minutes Approved June 7, 2022</p> <ul style="list-style-type: none"> • Members attending: Teri Henke, Angela Page, Hailey Hoke, Stephanie Speicher & Wei Qiu • School staff: Camie Bearden, Sally West • Attorney: David Jones • Guests attending: Cass Morgan, Crystal Knippers <p>Absent:</p> <p>Open Public Comment: Go to https://www.utah.gov/pmn/ prior to board meeting</p>
<p>Voting Items</p>	<ul style="list-style-type: none"> • Approval of minutes from April 21, 2022 <ul style="list-style-type: none"> ➤ Hailey motions, Angela seconds, approved • Approval of budget report (most recent as of June 7, 2022) <ul style="list-style-type: none"> ➤ Stephanie lets us know that we are in a good place with a carryover of about \$24,000. ➤ We follow the University’s fiscal oversight which is great to keep us in check. ➤ We try to stay as true as possible with our budget set up so we can stay transparent for Audits. ➤ The Financial Committee, Camie, Stephanie and Abel have met multiple times this Spring. ➤ Stephanie talks about some of the places we went over and some that we didn’t so that we may reallocate and change where we put monies this coming year. ➤ Numbers give the Board opportunities to ask questions about the budget for next year ➤ Camie let the Board know that some of the supplies where purchased for the Special ED team and the Grant monies may not have been moved over yet. ➤ Stephanie talked about carry over as a Rainy-Day fund, positions etc. ➤ Angela brings up finding monies for a school nurse and questions some of the leftover salaries. Stephanie lets her know that the money left is to pay the staff for the full twelve months. ➤ Angela then asks about Weber State could be asked for more money and Camie lets her know that the Charter is fully funded by USBE not Weber State. ➤ Angela motions to approve May budget, Wei seconds, approved ➤ Hailey motions to approve Year end budget, Angela seconds, approve
<p>Business</p>	<ul style="list-style-type: none"> • Kudos and thanks <ul style="list-style-type: none"> ➤ Teri thanks Hailey for her term and dedication for the past year as the Parent/Secretary position. ➤ Hailey will receive a Certificate ➤ There will also be an appreciation Amazon gift card sent out to everyone ➤ Teri thanks the staff also. ➤ Jeneille Larsen has been hired as the new Early Childhood Programs and Outreach Administrator.

- Principal Presentation
 - Report on AY 2021-2022
 - **Camie goes over the year.**
 - **Numbers 18 in the morning 16 in the afternoon.**
 - **Opera was last week and it was very successful along with the Art show.**
 - **The Bridge Ceremony was great with all the children moving on to 1st grade.**
 - **Both Camie and Letitia said this was a rough year, but the year ended great!**
 - Assessment Data
 - **Letitia uses the different assessments: KEEPs to help her figure out where students are placed for the years and at the end of the year she looks at to see where the students are going into 1st grade.**
 - **Acadience: takes the data and groups them together and gives suggestions and resources to help for reading. Imagine Learning also takes the data and groups the students. Math is new this year in both Acadience and Imagine Learning and it was a struggle for students this year.**
 - **Words Their Way: was very great and the students were grasping very well this year.**
 - **DRDP: she does not use the data as much from this as she does from the other assessments.**
 - **Second Steps: is a year-end data only, but it is monitored throughout the year.**
 - **Over all Letitia looks at all the data and moves students around as each student needs to.**
 - **Camie asked Letitia about why she thinks the Math scores dropped? Letitia thinks that the testing should have been done a little earlier, but with sickness it made it harder.**
 - **Being timed tripped up many of the students that could do everything they are asked in a regular setting.**
 - **Angela asks if she is noticing more anxiety in the last couple of years. Letitia thinks maybe it is because we are more educated about it. We know that more is expected from kindergarteners and that the huge push down is happening over the past 20 years.**
 - **Angela asked if there is pressure on her as a teacher for State funding? Letitia said yes there is!**
 - **Teri starts going over the Assessments Data**
 - ✓ **KEEPs: Entry and Exit Data**
 - ✓ **Camie has been talking with USBE and will be part as the Director assessment meeting monthly.**
 - ✓ **Acadience: Reading & Math BOY, MOY & EOY**
 - ✓ **Imagine Learning Language & Literacy/Math BOY & EOY**
 - ✓ **Word Their Way BOY, MOY & EOY**
 - ✓ **DRDP was adopted 4 years ago. It is not for Achievement data, but for Developmental data. MOY & EOY**
 - ✓ **Second Step: only given at the end of year and this is Social and Emotional given while seeing what they learned from the curriculum used throughout the year.**
 - Family Survey Data
 - **Teri wants to see more Volunteering in the classroom.**
 - **Talked about Bloomz vs Email. Camie did say that you can get notification in email when a Bloomz notification goes out.**

- **Camie is now understanding that some parents don't understand Brain Base learning, so think there should be a training on it.**
- NAEYC Accreditation Portfolios
 - **Camie is happy to share, but the document is huge so she will just share the screen.**
 - **Camie chose to use the power point instead of doing a Word doc. Some comes from policy, lesson plans, pictures to meet all of the requirements.**
 - **Filling in all 10 Standards. Some of it is blank because Camie wanted to fill with current year data.**
 - **When they come to do the site visit they will take 2 hours to look over the Program Portfolio.**
 - **NAEYC finally put something together after 10 years that is friendly for everyone.**
 - **Letitia will work on her portfolio this summer, Camie will be sending her some stuff that can be used in hers.**
- Documentation Plan
 - **Camie wants to have documentation, but does not want to take up too much of her time or others time. So, she will take a little time at the end of the day to do follow up emails, check ins...**
 - **She will set up a google file that hopefully at the end of the year she will have this ready to send.**
- Strategic Plan Evaluation for AY 2021-2022 (to prepare for Annual Report)
 - **Teri wants us to remember where we were and where we are now!**
 - **Teri, Camie and Wei will help with the year-end Strategic Plan report.**
 - **Did not meet the Curriculum and Assessment BOD Subcommittee and write up report.**
 - **Talked about the Practicum Student survey that needs to be worked on to fulfill it maybe next year.**
- Strategic Planning for AY 2022-2023
 - **Teri would like to set a goal for the KEEPs exit that 80% of students be at level 3. Acadience needs more in the Blue and Green range. Wei - would like state disaggregated by demographic information for all. Teri thinks Jeneille will be a huge help in all this.**
 - **Look at Curriculum.**
 - **Camie and Jeneille can develop documentation plan.**
 - **Develop an easy documentation for Individual child portfolio that shows growth and development of individual in a wholistic authentic way.**
 - **Survey sent in December and May: stated they need to teach parents how to effectively use Bloomz**
 - **Requesting that the newsletter be posted to the website so that it is publicly available for all including the BOD.**
 - **Inviting parents to classroom.**
 - **Communication about students' progress with more frequency.**
 - **Social Events.**
 - **Hailey mentioned reminders that Volunteering in the classroom is possible all the time and maybe reaching out to the families that haven't volunteered.**
 - **Look at curriculum. Inform parents about the brain-based curriculum. How to get this information across. Book club groups for parents? (asked Stephanie) meet and greet -maybe a speaker. Related activity or reflection, blog. Use videos or podcasts.**

	<ul style="list-style-type: none"> • Budget Planning for AY 2022-2023 <ul style="list-style-type: none"> ➤ Camie goes over the up coming budget. Abel has basically put things where they have been put in the past. Camie and Stephanie have requested more monies in some places and less in others. We also have a new area of Student Health and Counseling, Technology and Educator Professional time ➤ Not much has changed, other than we will get a little more general funds per student. ➤ Abel can move money at any time, but he will always let us know or we can ask him to move it. ➤ Jeneille’s salary is included in salary and other benefits. • Discuss meeting calendar for 2022-2023 <ul style="list-style-type: none"> ➤ Teri will send out a link for when2meet.com to find availability for all Board Members to meet before Sept. 1st • Discuss new parent BOD member • Adjourn: Stephanie motioned, Angela seconded, approved
<p>Next Step/ Action Items before next meeting</p>	<ul style="list-style-type: none"> • Will have to have a June meeting to Vote on the new 2022-23 Budget. • Angela talked about getting a shared Nurse and a Medical Tech Aide with another Charter. She will check about matching funds and apply so we may have something in place by the middle of the year. Talked about Davinci and also Green Wood. Teri and Camie will reach out to see which will help coordinate this. Teri thinks Jeneille might be good to help with this also. • Schedule July meeting with David Jones and Camie
<p>Voting Items for next meeting</p>	<ul style="list-style-type: none"> • Approval of Strategic Plan for AY 2022-2023 • Approval of Budget for AY 2022-2023 • Approval of Annual Report for AY 2021 (due to Provost Aug. 25) • Approval of Revised Policies and Procedures
<p>Reference Documents</p>	<p>Principal Presentation and Report Documents (provided by Camie) Strategic Plan AY 2021-2022 Strategic Plan AY 2022-2023 Draft Document Budget Information (provided by Camie, Stephanie, and Abel)</p>