

WSU Charter Academy Board of Directors Meeting

Minutes Draft

Nov. 4, 2021 4:00-5:00pm

Join Zoom Meeting

<https://weber.zoom.us/j/96763552097?pwd=V202MDFwbW1oRXBFNzVVTWIWMmhPZz09>

<p>Welcome and Introductions</p>	<p align="center">Charter Academy Board of Directors Meeting Agenda Nov. 4, 2021</p> <p>Members attending: Teri Henke, Chair; Angela Page, Community Member; Hailey Hoke, Secretary; Stephanie Speicher, Finance; Wei Qiu, Vice Chair School staff: Guests attending: Absent: Camie Bearden, David Jones</p> <p>Notes:</p>
<p>Agenda Overview</p>	<p>Open Public Comment: Go to https://www.utah.gov/pmn/ prior to board meeting</p> <p>4:00 - Welcome 4:30 - Board Business details below 4:35 - Next Steps (Action Items) 4:40 - Board Meeting Evaluation 4:45 - Adjournment</p> <p>Notes:</p>
<p>Voting Items</p>	<p>Approval of minutes from Aug. 23, 2021 Approval of budget Strategic plan revisions</p> <p>Notes:</p>
<p>Business</p>	<ul style="list-style-type: none"> ● Welcome <ul style="list-style-type: none"> ➤ Introduced Angela Page as the new Community Board Member ● Approval of Minutes from Aug. 23, 2021 (Secretary: Hailey) <u>Consent Item VOTE</u> <ul style="list-style-type: none"> ➤ Wei motioned; Stephanie seconded; approved ● Budget Report and Approval (Treasurer: Stephanie) <u>VOTING ITEM</u> <ul style="list-style-type: none"> ➤ Stephanie goes over the budget and talks about finance committee or subcommittee. ➤ Supplement area is where Camie spends most and it is in a good place. ➤ We are in the green and doing okay. ➤ Wei asked about more clarification on Teacher Supplies and Educator Salary Adjustment and the TSSA grant monies. Stephanie went over and let the Board know these are grants and allocations from the Legislator. ➤ Angela asked about the Suicide Prevention & E Cigarettes funding. ➤ Wei motions, Angela seconds; approved ● Principal Reports (Camie) <ul style="list-style-type: none"> ○ Executive Summary <ul style="list-style-type: none"> ➤ Teri goes over Camie's information and tells the Board about the KEEPs scores that she provided. <ul style="list-style-type: none"> ● <u>KEEP Entry</u> ● Looked at the Acadience formally Dibels. ● Stephanie comments that we should wait until the mid-year data, and then start asking questions. ○ Accreditation self-study documentation <ul style="list-style-type: none"> ➤ Talked about the Portfolio info for NAEYC that Camie hopefully will have for our next meeting. ○ Enrollment <ul style="list-style-type: none"> ➤ 28 students for Oct 1 count. That will be the funding for next year. ● For Board Discussion

- [Conflict of Interest Statement](#)
 - After Angel's project she wanted to continue with helping the school.... but it is looking like a conflict of interest. She will serve on the board and look at how she can help that way instead. Opportunity for nursing students could minor in Child Development to help out in the school instead. Angela is concerned about liabilities at this point and her limited time.
 - Stephanie would rather keep Angela on the Board instead of an hourly/stipend employee and hiring a School Nurse instead.
 - Angela would rather help train a school nurse and advice with her short time. She also helping look at some dental and psychologist needs and would like to be on the coordinating end at this point.
 - If we can get liability insurance, Wei wonders if it would still look like a conflict issue. If Angela is not compensated will the University allow it and would it be a conflict?
 - Revisions to [Strategic Plan/Teacher and Student Success Plan Goals 2021-2022 VOTING ITEM](#)
 - Teri thinks it needs to be stream lined so amendments have been made.
 - Instead of creating a written comprehensive assessment plan to measure academic growth, do a review of what is currently done, and then report on.
 - Tee-shirt helping with marketing was removed.
 - Site visit to be Spring of 2023 to align with MSLCS.
 - Stephanie motions to accept the amended Strategic Plan as noted, Hailey seconds, approved.
 - Setting priorities based on resource capacity
 - [Revising Policies](#)
 - Policies should be updated every 5 years.
 - Teri went to a policies workshop and they stated that schools need to be cognizant of separating Policy from Procedures.
 - Teri will work with everyone to take a piece of the Policies and Procedures to weed out what is Policy and what is Procedure
 - [Family Survey Questions](#)
 - Tabling for now and asked if everyone will look through the questions so they can be updated for the next Survey.
 - Angela would like to understand what parents are looking for health concerns.
 - Hailey said she will help with this as the parent rep. Let the Board know that quantitative research is her speciality.
 - Committee Updates
 - Principal Evaluation Committee
 - Has not done anything. The goal is to streamline and to make sure whatever Principal evaluation is used that it works alongside with the PREP Evaluation. Trying to make sure it is only 1 evaluation.
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 - Family Involvement
 - Met November 16, 2021 and will meet again on January 12, 2022 @ 10:00.
 - Land Trust Council
 - Met December 6, 2021 and will meet again on January 3, 2022 @ 5:00 pm.
 - Finance Committees
- Action Item: Camie, Stephanie, Teri, and Abel will need to meet for Committees.**

	<ul style="list-style-type: none"> ○ Audit Committee ○ Curriculum & Assessment Committee <ul style="list-style-type: none"> ➤ Talked about above ○ Equity & Inclusion Committee (ad hoc subcommittee) <ul style="list-style-type: none"> ➤ Being worked on at the University and College levels right now. <ul style="list-style-type: none"> ● List "Action Items" ● Board Meeting Evaluation-Zoom poll ● Adjournment of the WSUCA BOD <ul style="list-style-type: none"> ➤ Stephanie motions, Wei seconds: approved <p>Notes: Check suicide prevention and e-cigarette budget revenue to see what w might be able to do with this</p>
Decisions	Notes:
Next Step/ Action Items before next meeting	Notes: Camie, Stephanie, Teri, and Abel will need to meet for finance and audit Committees. Teri meet with individual board members for policies. Teri, Hailey, and Angela work on parent survey questions
Board Meeting Evaluation	Zoom Poll Notes:
Reference Documents	<ul style="list-style-type: none"> ● Minutes from Aug. 23, 2021 ● Budget Report and Approval ● Revising Policies ● Strategic Plan/Teacher and Student Success Plan Goals 2021-2022