

**WSUCA Board of Directors
Minutes Draft
Wednesday, June 21, 2023 10:00-11:00 am**

Zoom Meeting Link:

Join Zoom Meeting

<https://weber.zoom.us/j/99935141995?pwd=b3V6UFVheDJmUUxDSSEJ3UHVQSmdndz09>

Meeting ID: 999 3514 1995

Passcode: 605866

Board Members

Dr. Teri Henke, Associate Professor, Child and Family Studies, Chair

Dr. Wei Qiu, Chair and Professor of Child and Family Studies, Vice Chair

Dr. Stephanie Speicher, Associate Professor of Child and Family Studies, Treasurer

Angela Page, Pediatric Nurse Practitioner, Faculty WSU College of Nursing, community member

Parent member - open due to departure of previous director in fall semester

Members in attendance:

- **Board Members: Teri Henke, Angela Page, Wei Qiu, Stephanie Speicher**
- **Other Admin Members: Jeneille Larsen, Patrick Thomas**

● **Welcome** (5 minutes)

- Teri welcomes everyone

- Review and approve Board meeting minutes [May 8, 2023](#)
 - **Teri asked if there is anything that needs to be updated or changes?**
 - **Wei motions, Angela seconds, approved**

● **Financial Report** (Stephanie; 10 minutes)

- Budget 2022-2023
 - **Teri turns it over to Stephanie who then goes over the 22-23 budget.**
 - **Talked about the closing out of the year and getting some personal payments taken care out of. We are ending in the positive**
 - **Teri says they will be meeting with USBE to determine what will need to be returned. They think that the At-Risk monies will need to be returned.**
 - **Teri wants Abel and Stephanie to double check the Special Ed Funds as they are earmarked special funds.**
 - **Stephanie says that there may be a few tweaks here and there but should be able to close up.**
 - **Stephanie says we need to vote on the 2023**
 - **Angela motions, Wei seconds, approved**
- Budget 2023-2024
 - **Stephanie wants to talk about the new FY. States that the meeting they had with Abel went well**
 - **\$350, 000.00 in reserve to fund the Charter during the suspension.**
 - **Total funding is 58,930 for the coming year and this will come out of the reserve as we will not be getting any new funding.**
 - **Added expenses will be used for a Consultant. It will be put out to an RFP**
 - **Travel and Per Diem. This will be of benefit while in the restructuring phase.**
 - **There will be expectation of reporting after the Conferences at the next Board meeting when Conferences are attended**
 - **Misc. of \$500**
 - **Wei asked, if going to virtual training then they will need to move some monies to Employee training instead of all under Travel and Per Diem is this right?**
 - **Pat asked the numbers that are listed are they specifically for a certain index code. So, it looks like no flexibility in the categories.**
 - **Pat suggests to talk with Abel and see if there can be some wiggle room can be built in to categories**
 - **Pat is giving business advise not legal about this,**
 - **The budget has to be voted on and turned into USBE by June 30, 2023**
 - **Should they move some monies into the Employee Training about \$4000.00 for this year and maybe \$6000.00 for Travel.**

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- **Angela agreed that we should put monies in both and if not used then it can roll over next year.**
- **Will be voted on in contingency as they will need to talk to Abel about the changes.**
- **Wei motions to approve budget on the contingency to adjust the travel and redistribute employee training appropriately after consulting with Abel., Stephanie second, approved**
- **Interim Principal Report (Jeneille; 10 minutes)**
 - Interim Year End Update
 - **Jeneille, does a status as of June 2023,**
 - **Bridging Ceremony on Mya 26th**
 - **Move was completed**
 - **J and Teri went to the State UAPCS Charter school Conference**
 - **Working on submitting end of year information to USBE.**
 - **Special Education report will be completed**
 - **Committees: no Land Trust or FIC due to pause**
 - **Volunteer Hours: was up to date as of March, no access since Camie has left.**
 - **EOY Survey: 13 returned. The data was shared in google docs with the Board.**
 - Achievement
 - KEEP Assessment
 - **Exit KEEP was completed in April before the move.**
 - **Entry and Exit are not exactly the same so Standards will be different.**
 - **Jeneille goes over the Entry and Exit so the Board can see the comparison on both the Literacy and Math.**
 - Acadience Assessment
 - **Reading Composite Scores BOY, MOY EOY comparisons showed to Board.**
 - **Angela asked if there is a way to do progress reports for individual students. J said yes and this is what is sent home to parents.**
 - **Teri says USBE has a lot of programs to help support schools track progress.**
- **Board Business (15 minutes):**
 - Governance
 - ~~Resolution: By way of resolution, the Board hereby recommends to Wei Qui, the Department Chair of Child and Family Studies, that she appoint herself and Stephanie Speicher to serve for an additional term as members of the Weber State University Charter Academy Board. This recommendation is nonbinding on Wei Qiu.~~
 - **Teri goes over the new Resolution proposed. As she thought that there would be a new Board ready and in place by July 1, 2023 and there is not.**
 - **Pat says anyone can resign at any time.**
 - **Teri asked if it needs to be vote on?**
 - **Pat asked if there needs to be a Resolution or does Wei just want to appoint herself and Stephanie for an extended term.**
 - **Pat Says we don't need a Resolution so it is stricken.**
 - **Wei appoints herself and Stephanie for an extended term until there is a new Full Board ready be in place, hopefully by December.**
 - Charter Fidelity
 - **Annual report to Provost is due on August 1, 2023.**
 - **Teri will be putting that together and let the Board know it will look a little different as it has been a different year.**
 - [Request for Purchase Consulting Services](#)
 - **Teri and J have discussed and decided they would be so close to going over the \$50,000. That they decided to do an RFP to see if there might be more people out there that would like to consult with us.**
 - **Teri goes over the RFP that they have started writing and will consult with those that do RFPs more often in the Purchasing office.**
 - **Teri wants to set up a Committee to review RFP, Her, Jeneille and Angela will be on the Committee. Teri invited Stephanie to be on it, Stephanie will let her know.**

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- **Stephanie thinks this is a good idea to be transparent about this process.**
- **They are hoping to have a Consultant in place in the Fall 2023 to get started on the restructuring.**
- **There will have to be a Called meeting to vote to approve the newly hired Consultant.**
- **There will be a meeting in September for the Board to meet the new Consultant.**
- **Public Comment** (sign up in the chat) – 2 minutes each (up to 10 minutes)
 - **None**
- **Adjourn Meeting (Teri)**
 - **Angela motions, Wei second, approved**