**Monday June 21, 2021**
**Board of Directors Meeting:**
**Approved Minutes**
9:00am-11:15pm

[Zoom link](https://weber.zoom.us/j/91003394638?pwd=YW85ZmZlUk5hY0tYM1cvZTFDS212Zz09)

**WSUCA Agenda**

| Welcome and Introductions | Members attending: Teri Henke, Chair, Stephanie, Wei, Brittany  
School staff: Camie Bearden, Principal  
Guests attending: Morris Haggerty, Counsel  
Lettitia Teneau-Sword, Charter Teacher, Cass Morgan, Carrie Ota  
Absent: Scott Moore, Parent |
|---|---|

<table>
<thead>
<tr>
<th>Notes:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Agenda Overview</th>
<th>Open Public Comment: Go to <a href="https://www.utah.gov/pmn/">https://www.utah.gov/pmn/</a> prior to board meeting</th>
</tr>
</thead>
</table>
| 9:00 - Welcome & Celebrate - Give thanks  
  - Thanks Brittany for her 6 years of service and 2 terms on the Board.  
  - Thanks Scott Moore who served this year as parent member.  
  - Thanks to the rest of the Board members continuing on next year.  
  - Introduced Cass Morgan as the new Field Experience Governance Committee.  
  - Wei Thanked Teri for her service as the Board Chair. |
| 9:20 - Approval of Minutes (Secretary: Brittany) **Consent Item VOTE**  
  - Brittany motions to approve, Stephanie seconds, Approved. |
| 9:30 - Board Business details below  
10:45 - Next Steps (Action Items)  
11:00 - Board Meeting Evaluation  
11:15 - Adjournment |

<table>
<thead>
<tr>
<th>Notes:</th>
</tr>
</thead>
</table>

| Voting Items | Included above:  
Approval of [April 27, 2021 Minutes](#) (Secretary: Brittany) **Consent Item VOTE**  
  - Brittany motions to approve, Stephanie seconds, Approved |
|---|---|
| In business section below including  
Budget EO FY 2020-2021 (April, May, June; Treasurer: Stephanie)  
Final 2020-2021 Budget Approval **Consent Item VOTE**  
Approval 2021-2022 School Year Calendar **VOTING ITEM**  
Approval Special Education Policies & Procedures Manual **VOTING ITEM**  
Approval Students At Risk Definition **VOTING ITEM** |

<table>
<thead>
<tr>
<th>Notes:</th>
</tr>
</thead>
</table>

| Business | Financial Report (Treasurer: Stephanie)  
  - *Final 2020-2021 Budget** **Consent Item VOTE**  
    - Stephanie lets the Board know Abel has been out of town, so she is going over the End of the Year Budget.  
    - It is ok as a nonprofit to walk away at the end of the year to have a surplus.  
    - Brittany motions, Wei seconds, Approved |
|---|---|
|  - Review [Proposed Budget 2021-2022](#) and [Rationale](#) (approval vote at meeting in August)  
    - Camie and Stephenie looked at the Budget this year and goes over each line to determine if we need to keep the same amounts in each area or change to give more to one area or another. |
Stephanie, starts to go over the Rationale, it was created 
with what Abel puts together and then this is where Camie 
and Stephanie looks at the expenditures for what has been 
paid out.

 Asked about the substitute teacher list and wondering how 
unc of this money has been used? We have to go through 
Weber State and it is a little more complicated than the 
districts. Letitia piped in and said many districts have gone 
to a temporary service and wonders if that is something that 
is possible. Carrie Ota asked if the PT hourly under the MSL 
Children’s School could be a sub for the Charter Academy.

 Camie stated our policy says that a current Teaching 
license/degree is required in order to be a sub in the 
Charter.

 They will be looking at our Policy to be a little more lenient 
like the Districts.

 Teri asked about where her compensation is coming from.

 Wei clarifies it goes into the College of Education and it is 
included in her Contract.

 Increased cleaning supplies for COVID.

 Fieldtrip coverage is for bussing and there is money in the 
School Land Trust budget for fieldtrips also.

 Supplies and materials, Teri would like to know if we are still 
looking at a new Math curriculum.

 Majority of money comes from State funding and we get 
some from our Fundraiser.

 State funding pretty much runs the school!

 Budget is looking to be pretty much the same as last year 
with the exception of some of the Salaries.

 Committee Reports

 Principal Evaluation Committee (Vice-Chair BOD & CHF Chair: Wei)

 Wei is going over the results that they came to this year.

 Camie was asked to make her own draft of teaching 
philosophy.

 Work was done with Angela Page a nurse practitioner for 
more support in the school.

 Goal 1: improve the quality of curriculum.

 Goal 2: Professional Development of Staff from the 
beginning to the end well documented.

 LAND Trust Committee Update from 2020-2021 (Principal: Camie)

 Was approved at our level, at Weber State level with 
$44,000.00

 Family Involvement Committee (Principal: Camie)

 Notecard Fundraiser. Made about $500.00 and would like to 
use it on OSMO program, science based hands on ipad 
program, with coding, using materials.

 Principal Reports (Camie)

 School 2021-2022 Calendar Final VOTING ITEM

 Stephanie motions, Brittany seconded, Approved.
○ **Special Education Policies & Procedures Manual**  VOTING ITEM
  - Some changes were made and Kate Jacobs updated, she sent to USBE and it has been approved. Now the Board Approval.
  - Brittany motions, Stephanie seconded, Approved.

○ Approval Students At Risk Definition  VOTING ITEM
  - The State asked us this year to come up with our own definition; Our Special Ed Director Kate Jacobson came up with our new Student At Risk Definition.
  - Brittany motions, Stephanie seconded, Approved with the recommended changes

○ **Executive Summary**
  - For children as a group and children individually, growth was excellent this year.
  - The beginning and ending data is hard to compare because they are assessing two different areas. Beginning is dealing with Kindergarten readiness and the ending is 1st grade readiness.
  - As a whole more performance assessment.
  - Also important to look at Teacher observations.

  - New Emergency Plan is done.
  - Parent Handbook is in process of update.

○ Health Screening Program updates
  - Camie and Angela talked last week and talked about how to get the screenings done.

  ● Legislative Updates (Morris AG Counsel)
    ○ For specifics see 2021 Public Education Summary and Required and Suggested Policies with highlights for 2021_USCSB
      - School Land Trust policy needs to have some language updates.

  ● For Board Discussion
    ○ Field Experience Governance Committee
      - Was launched this year. Everyone reads over the powerpoint Teri has up on screen.

    ○ Board Composition [see applications]
      - Looked at the parent applications for the new school year parent board position. Hailey Hoke & Tabatha Hathcock.
      - Want to invite Hailey to be on the Family Involvement Committee.
      - Tabatha Hathcock will be the new Parent Board member.

○ **Proposed BOD Meeting Schedule** (see attached for full schedule)
  - Full BOD (first week of each month: Aug, Nov, Jan, March), and Year End June meeting
- Want to meet in person for the August meeting and Nov. & Jan. by zoom and determine whether we need to do the Lottery meeting in person in March.
  - Committees meet regularly throughout the year per independently scheduled meetings as needed.
  - Schedule BOD meetings and decide format.
    - Draft Strategic Plan/Teacher and Student Success Plan Goals & Recommendations for 2021-2022
  - Committees
    - Family Involvement (standing)
    - Charter Land Trust Council-Name Change-formerly LAND Trust Committee (standing)
    - Audit & Finance together or separate? (standing)
    - Curriculum & Assessment Committee (standing with ad hoc subcommittees)
    - Equity & Inclusion (ad hoc)
  - List “Action Items”
    - 2020-2021 Annual Report
    - WSU Charter Academy Policies & Procedures
      - Suggestions
      - Revised policies will be either approved or voted on (as needed) at August Meeting
  - Board Meeting Evaluation
  - Adjournment
    - Brittany motions, Stephanie seconded, Approved

Notes: Camie thanked Morris for his service as our counsel and to enjoy his upcoming retirement.

<table>
<thead>
<tr>
<th>Next Step/Action Items before next meeting</th>
<th>Teri &amp; Camie: Finalize Annual Year End Report for 2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Teri &amp; Wei: Submit Annual Report to dean and provost</td>
</tr>
<tr>
<td></td>
<td>All: Review WSU CA Policies &amp; Procedures</td>
</tr>
<tr>
<td></td>
<td>All: Review 2020-2021 Annual Report</td>
</tr>
</tbody>
</table>

Notes:

<table>
<thead>
<tr>
<th>Board Meeting Evaluation</th>
<th>Zoom Poll</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notes:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reference Documents</th>
<th>April 27, 2021 Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Final 2020-2021 Budget</td>
</tr>
<tr>
<td></td>
<td>Proposed Budget 2021-2022 and Budget Rationale</td>
</tr>
<tr>
<td></td>
<td>School 2021-2022 Calendar</td>
</tr>
<tr>
<td></td>
<td>Special Education Policies &amp; Procedures Manual</td>
</tr>
<tr>
<td></td>
<td>Approval Students At Risk Definition</td>
</tr>
<tr>
<td></td>
<td>Executive Summary</td>
</tr>
<tr>
<td></td>
<td>New Emergency Plan Handbook</td>
</tr>
<tr>
<td></td>
<td>Parent Applications to the Board for 2021-2022 AY</td>
</tr>
<tr>
<td></td>
<td>Proposed BOD Meeting Schedule</td>
</tr>
<tr>
<td></td>
<td>Draft Strategic Plan/Teacher and Student Success Plan Goals &amp; Recommendations for 2021-2022</td>
</tr>
<tr>
<td></td>
<td>2020-2021 Annual Report</td>
</tr>
<tr>
<td></td>
<td>WSU Charter Academy Policies &amp; Procedures</td>
</tr>
</tbody>
</table>