**Welcome and Introductions**

**Charter Academy Board of Directors Meeting Agenda**  
Feb. 3, 2022

Members attending: Teri Henke, Chair; Angela Page, Community Member; Hailey Gillen Hoke, Secretary; Stephanie Speicher, Finance; Wei Qiu, Vice Chair; David Jones; Legal Counsel  
School staff: Camie Bearden  
Guests attending:  
Absen:

Notes:

| Agenda Overview | Open Public Comment: Go to https://www.utah.gov/pmn/ prior to board meeting  
4:00 - Welcome  
4:30 - Board Business details below  
4:35 - Next Steps (Action Items)  
4:40 - Board Meeting Evaluation  
4:45 - Adjournment of WSUCA BOD meeting |
|-----------------|------------------------------------------------------------------------------------------------------------------|

| Voting Items | Approval of minutes from Nov. 4 2021  
Approval of budget (most recent received Dec. 2021) |
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| Business      | • Welcome  
➢ All members introduced.  
• Approval of Minutes from Nov. 4, 2021 (Secretary: Hailey) Consent Item VOTE  
➢ Hailey motioned, Stephanie seconded, approved.  
• Budget Report and Approval* (Treasurer: Stephanie) VOTING ITEM  
➢ Kindergarten is included in e-cig and suicide prevention money, but would need to be age-specific. It was suggested that Camie shares at the end of the year how it was spent.  
➢ Budget looks good – a little over on general supplies, but Camie explained that IDEA funds paid for some of these things.  
➢ Finance committee decided to meet 15 minutes before board meetings to discuss nuances of budget.  
➢ Angela motioned, Stephanie seconded, approved.  
• Principal Reports (Camie)  
➢ Executive Summary (based on Strategic Plan follows Utah Charter School Accountability Framework)  
  ■ Discuss: School Achievement: BOY & MOY Assessments  
  ➢ Acadience Reading and Math extended to Feb 7th  
  ➢ Imagine Learning – middle year data completed  
  ➢ Reading: Change in the morning class, afternoon consistent  
  ➢ Math – all groups presented together, but showed improvement |
|-----------------|---------------------------------------------------------------------------------------------------------------|
- Discuss: Enrollment current and recruiting
  - Currently 21 applications for next year
  - The board discussed ways to get the word out – The Signpost can run one-time ads for $50 (1/4 page) - $250 (full page)
  - Social Media blasts also suggested by Stephanie
  - Allison Hess should also be contacted for guidance
  - The question was raised if we are “late” with our lottery – Syracuse Arts already did theirs and DaVinci will be this month
  - Charter Fidelity, *Finance, Governance included in summary discussed elsewhere during meeting

- For Board Discussion
  - Governance (Teri)
    - Board Training
  - Board Training – required to do 2 (public meeting training and audit module 1)
  - Charter Fidelity (Teri)
    - Accreditation self-study
      - Plan with timeline
      - Policy revisions needed
    - Accreditation now 86% complete
    - Family Survey Questions
      - Plan with timeline
  - Subcommittee has met, still needs to finalize
    - Part-time school nurse feasibility (Angela)
      - Angela explained the reasons for a school nurse and shared documents with the board
      - Not needed by law for our size, but would greatly reduce Camie and Sally’s burden, especially with COVID
      - Benefits include COVID, mental health, assessment, a model for our students, epilepsy training, distribution of medicine, etc.
      - Pay would be $40/hr (Angela found similar on Glassdoor. Wei asked how much special ed director gets and Camie said $65 and $80 for speech pathologist
      - Wei asked if this would be long-term or short-term and Angela said ideally long-term
      - Teri raised a question about budget with more total kids in the children’s school than kindergarten – if the nurse is “split”, how will this work?
    - Workload of certification requirements (Angela)
      - Angela asked if we could help with accreditation load – maybe a stipend.
  - Committee Updates
    - Principal Evaluation Committee
      - Reviewing policy/aligning with WSU PREP
    - Same as last time – Teri did the training.
      - Family Involvement Committee
        - Met Nov. 16 and Jan. 12
    - Discussed classroom needs, meals for parent-teacher conferences, teacher appreciation week, field-day in May
    - FIC Raffle raised $1045
    - Teri suggested Sally reach out to parents to remind them to log their hours.
David raised a concern about the requirement of hours with the State Charter School Board, so Camie and David will chat about this.
- Charter Land Trust Council
  - Met Dec. 6 and Jan. 3

**Budget:** $44,204.40 – they will meet Feb 7, 2022 to finalize, then board will vote.
- Finance Committee & Audit Committee
  - Planning meeting scheduled for Feb. 1
  - Policy revisions needed
- Curriculum & Assessment Committee

Has not yet met. Letitia isn’t doing it, so we need to decide if we should – will discuss next time.
- Equity & Inclusion Committee (ad hoc subcommittee)

**On hold**
- Next meeting and spring social?
  - **Maybe charter can pay?**
- List “Action Items”
- Board Meeting Evaluation-One idea for improving the board meeting
  - **Ideas were put in chat**
- Adjournment of the WSUCA BOD
  - Angela motioned, Stephanie seconded

**Notes:**
- Bills to watch
- Utah State Legislature (Jan. 18-March 4)
  - H.B. 193 Full-day Kindergarten - three year roll out of state funding
  - H.B. 114 School Nursing Services Amendments - increases number of school nurses
  - H.B. 234 Public Educator Curriculum Transparency Requirements
  - S.B. 127 Early Literacy Outcomes Improvement
  - S.B. 157 Parental Rights in Public Education

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<th>Board Meeting Evaluation</th>
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**Reference Documents**
- Minutes from Nov. 4, 2021
- Budget Report and Approval
- Executive Summary
- Strategic Plan/Teacher and Student Success Plan Goals 2021-2022
- Family Survey Questions

**NOTES:**
**ACTION ITEMS:**
**DECISIONS:**