

Approved by the Board of Directors on April 27, 2023.

Mission Statement: *“We are a community of learners. We will do whatever it takes to learn. We are building a strong foundation by believing we can, working our plan, then feeling the power of success.”*

George Washington Academy
Thursday, March 23, 2023
7:30 p.m.

Board Meeting Minutes

Location: George Washington Academy
2277 South 3000 East
St. George, Utah
Library

The Board Training on Oversight Questions to Ask at Board Meetings was held at 7:00 p.m. prior to the Board Meeting.

The Board meeting convened at 7:30 p.m.

Board Welcome: Shannon Greer, President

Roll Call: Shannon Greer, President

Prayer: Kevin Peterson

Pledge of Allegiance: Blake Clark

Board Members Present: Shannon Greer, Amanda Mortenson, Blake Clark, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.

Board Members Absent: None

Others Present: Debbie Kuavaka, Jocelyn Larkin, Steve Erickson, Chance Manzanares, Spencer Adams, LaNessa Stevens, Christine Giles, Deborah O., Jaxynn Smith. Kim Townes joined via Zoom.

Approval of Minutes: Amanda Mortenson motioned to approve the minutes from the February 23, 2023 Board Meeting as found in the board packet. Kevin Peterson seconded. Blake Clark mentioned that the phrase on page 3 “benefits committee” needs to be removed and needs to be replaced with “outreach committee. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.

Public Opportunity to Address the Board:

None

Set time for adjournment: Blake Clark set time for adjournment at 8:24 p.m.

Teacher Representative Report:

Jaxynn Smith inquired what types of information the board wants to hear from the teachers. The board suggested concerns, highlights, challenges, what is happening in the classroom etc. Blake Clark mentioned that there is a policy in place that if a teacher has concerns that they are supposed to follow the chain of command and present concerns to the executive director prior to the board. She reported that the westward expansion unit in second grade was successful, and the students enjoyed the insect fair. Second grade teachers reported success in finishing the LTRS program and are grateful for the strategies they can use in the classroom. They noted that the CKLA curriculum aligns well with the LTRS program.

Jocelyn Larkin reported that the LTRS training has specific lesson plans for teachers to implement into daily instruction and suggested the idea of vertical alignment collaboration meetings with other grades to discuss curriculum and strategies. She said that it would be beneficial to meet with other grades, specifically third with second grade, prior to the school year beginning. She reported that many teachers are getting ready for RISE testing and are hopeful that scores will increase. Students are excited about the 'Frozen' musical performance coming up. Many students are participating in the art competition.

Administration Report: Blake Clark, Executive Director, reported that all reports are complete. He pointed out on the board update, the overtime hours were removed. He asked the board their preference in whether to keep that information on the board update or remove it. Casey Unrein said that he likes to see that report, specifically the change from month to month. Kevin Peterson agreed. Blake encouraged board members to review the Lighthouse Review Report. He pointed out areas of growth and improvement, including involving students in decorating the school to make it more student lead versus teacher directed. Blake collaborated with Utah Tech University to clarify what charter schools are and who we were as a school. He will return to the university and talk to their faculty, and invite them to walk through our school. He pointed out milestones in becoming a Leader in Me certified school, along with being a PLC school. He mentioned the dates for the Frozen Musical are April 21st and April 22nd. Holly Myers asked Mr. Clark whether the results of the Leader in Me report are an accurate reflection of what he sees in the school. He said that because they only came for a day, they aren't able to see the whole picture. He noted that he would like to see more released to students, however expectations need to be determined. He gave the example of leadership notebooks, and giving the students the opportunity to utilize them. Overall, the Light House review is a clear depiction of the school.

Financial Report: Spencer Adams, Business Administrator, noted that the school is 66% of the way through the fiscal year. Local revenue is looking great. The federal revenue is the only thing in the red, but they are waiting on the state. The expenses are right where they need to be. Next year's budget is starting to be looked at. Casey Unrein asked about the staff lounge line item bouncing 31%. Blake Clark reported that employees circle the items they purchased and once a month a "bill" is placed in their mailboxes to be paid. Casey asked about the balance sheet and

pointed out that the deferred revenue hasn't changed since January and requested an update. Spencer reported that no reports are due in March.

Committee Reports:

- **Policies Committee** – Nothing to report.
- **Finance Committee** – Nothing to report.
- **Benefits Committee** – Nothing to report.
- **Curriculum Committee** – Nothing to report.
- **Outreach Committee** – Nothing to report.
- **Technology Committee** – Nothing to report.
- **LAND Trust Committee** – Nothing to report.
- **PTO Committee** – Amanda Mortensen, reported that the yearbook advertising was much appreciated. The PTO requested help from the board for the family appreciation night. The date will be Friday April 28th. There will be a dance party, Zeppes, and popcorn. Blake Clark asked if the PTO could include a celebration of receiving 'Light House' status at the event. The new PTO board members have been elected.
- **Board Development Committee** – Shannon Greer reported that next month's board training will be on legislative updates.
- **Campus Management Committee** – Nothing to report.

Discussion and/or Action Items:

- Expenditures over \$5,000
- **Update PTIF Resolution:** Kevin Peterson noted that the form has been updated because board members have changed. Shannon Greer made a motion to remove Patrick Carroll and Javier Jimenez and add Kevin Peterson and Casey Unrein as found in the board packet. Holly Myers seconded. Casey Unrein asked about the "view only" button. The business administrator has access to the document. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.
- **Moby Max Renewal:** Holly Myers made a motion to approve the Moby Max Renewal in the amount of \$10, 246.00 as found in the board packet. Kevin Peterson seconded. Shannon Greer noted that this will come out of next year's budget. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.
- **HVAC in the Gym:** Kevin Peterson made a motion to approve the HVAC purchase in the gym in the amount of \$17, 647.00 by Outwest Air. Holly Myers seconded. Casey Unrein asked about the other company's bids. The assistant director said that other companies came, but Outwest was the one who recommended the replacement, not the repair. Holly Myers asked about an additional expense for a crane. The assistant director said he was not aware of any other expenses. Shannon Greer requested that the assistant director get in charge with Outwest Air to confirm that there is not an additional charge for the crane. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.
- **Board Electronic Meeting Policy:** Kevin Peterson made a motion to accept the board electronic meeting policy as found in the board packet. Shauna Mortenson seconded. The

motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.

At 8:27 the motion was made to continue the meeting

- **PowerSchool Hosting:** Holly Myers approved the proposal for PowerSchool Hosting in the amount of \$11,055.97 for the 23-24 school year. Casey Unrein seconded. Holly asked if there was a price change from previous years. The hosting percent went up 13%. The assistant director voiced that the price usually increases each year. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.
- **PowerSchool Enrollment:** Kevin Peterson made a motion to approve the PowerSchool Enrollment in the amount of \$10, 597.80 as found in the board packet. Amanda Mortenson seconded. Casey Unrein requested clarification from the business administrator on previous PowerSchool purchases as previous years had higher purchase expenses. The assistant director noted that PowerSchool has began buying out other programs the schools is using like Chalk. He noted that in grouping purchases together, there is often a discount. Holly Myers noted the contract timeline is 12 months on one and 13 on the other. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.
- **Procurement Policy Revision:** Casey Unrein made a motion to approve the revised procurement policy as found in the board packet. Kevin Peterson seconded. Shannon Greer asked about the statement on the proposal form, “approve as is,” and whether that means approving the policy as is or with the added revisions. Casey clarified that it is with the added revisions. Casey requested that the RFP portion be revised into a procedure, not a policy. Casey Unrein amended his motion to approve the procurement policy as redlined in the board packet with the caveat of taking the RFP process and turning into a procedure. Kevin Peterson seconded. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers. Blake Clark asked about what the review would look like if there was only one provider. Shannon Greer said that it would just need oversight.
- **Policy 285: Faculty and Staff Dress Code:** Kevin Peterson made a motion approve Policy 285: Faculty and Staff Dress Code as found in the board packet. Shauna Mahoney seconded. Blake Clark noted that the committee appreciated the feedback from the last board meeting to revise this policy. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.
- **Land Trust Plan for 2023-2024 school year:** Kevin Peterson made a motion to approve the Land Trust Plan for 2023-2024 school year as found in the board packet. Casey Unrein seconded. Shannon Greer asked about where the data is coming from. Kevin Peterson said that the data is largely coming from feedback from the teachers and what they need. Blake Clark expressed that many new teachers are asking for professional development opportunities. Shannon Greer asked about what obligations individuals have

for training others when they return from a conference. Blake Clark noted that it is the expectation that teachers share what they have learned with others when they return. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, Kevin Peterson, Shauna Mahoney, and Jaycee Rogers.

Closed Meeting – *none*.

Reconvene — Take all appropriate action in relation to closed session items.

Next Meeting: The next regular Board Meeting will be held on April 27, 2023 at 7:30pm.

Adjournment: The board adjourned at 8:51 p.m.

Written by Jaycee Rogers, Board Secretary