

George Washington Academy
Board Meeting Minutes
Friday, September 30, 2011

Location: 35 South 400 West, Ste. 305, Saint George, UT

Time: 9:00 am

Board Members Present: Steve Wattles, Vice President; John Hook, CFO; Anna Bohannon, Secretary; Shanda Enfield; Shauna Morgan; Blake Boulter; Shannon Greer

Others Present: Kevin Abraham, Business Administrator; Don Fawson, Principal; Anya Yeager, Special Ed Director/Vice Principal

Welcome: Steve Wattles, Vice President

Discussion/Action Items:

- **Board Appointment: John Hook presented a motion to appoint Steve Wattles as President. Shanda Enfield seconded the motion that passed unanimously. Steve Wattles presented a motion to appoint Shannon Greer as Vice President. Shanda Enfield seconded the motion that passed unanimously.**
- **Discussion on direction of board:** Steve Wattles presented his outline on the direction and areas that he felt the Board needed to focus on. One of the areas was to increase communication amongst Board President, Board members and administration. He would like to conduct weekly meetings with administration in order to stay updated on what is going on at the school and to maintain the line of communication open between the Board and administration. He also encouraged Board members to voice their opinions out loud and to have a unified front when issues arise. Steve discussed the formation of the following committees with a Board member as committee Chair:
 - **Charter/Bylaws/Handbook - Shauna Morgan**
 - **Accreditation – Shannon Greer**
 - **Continuation – Blake Boulter**
 - **Board Development/Recruitment/Orientation – Shanda Enfield**
 - **Investment Policy Committee (IPC) – John Hook, Steve Wattles, Kevin Abraham**
 - **Charitable Giving – Steve Wattles**
 - **PTO – Anna Bohannon**
 - **Curriculum – Shannon Greer**
 - **Technology – Shauna Morgan**
 - **Community Outreach Coordinator – to be filled by new Board member**
 - **Facilities – John Hook, Anya Yeager, Kevin Abraham, Don Fawson, Rodney Sedgwick**

Each committee would consist of 5 – 8 members with parents and teachers being a part of the committee as well. Each Board member would create a plan for the formation of the committee, if applicable, along with a binder.

Shanda Enfield discussed the process of recruiting/nominating a Board member from the community. Currently in the Board binder, there is a Board of Directors nomination form, GWA Board Application form, and a Board member profile agreement that Shanda Enfield would like to utilize. She will review these forms and possibly place them on Google docs. She also mentioned that each candidate will need to be interviewed by the Board Development/Recruitment committee with the committee giving their recommendation to the Board. Anna Bohannon, as Board Secretary, will schedule all interviews and handle all documents for filing. Don Fawson recommended that the candidate must have a clear understanding of the school's vision. Board members agreed that they need to determine what experience and/ or skills they are seeking in a candidate in order to serve on the Board.

Steve Wattles discussed the upcoming Open House scheduled for October 27, 2011 from 9 am to 1 pm. He would like the teachers, staff, administration, and Board members be available to give group tours/presentations during this time frame. Don Fawson recommended that all Board members take a tour of the school with Michelle Cowles prior to the Open House. A tour sheet could also be created with the assistance of Michelle Cowles. Shanda Enfield will follow up with Michelle Cowles on the formation of a tour sheet. Steve Wattles stated that the focus of the Open House would be for fundraising and debunking misconceptions of George Washington Academy. John Hook mentioned that parents/community still view GWA as a private school instead of a public school. Don Fawson would like to take this opportunity to build bridges with the Washington School District and the area charter schools in the community.

Shannon Greer mentioned that Kim Frank from Utah Charter Network is scheduled to come down on October 27th for her presentation to the Board. The Board agreed to meet with her at 6pm on the 27th before the regularly scheduled Board meeting. Following the presentation, Board will decide whether to join Utah Charter Network or UAPCS at its scheduled board meeting.

Shannon Greer reminded everyone that Marlies Burns from USOE is coming down on October 14th to tour the school at 2:30pm. All Board members available should plan on attending.

Anya Yeager will forward to all Board members the Strategic Plan that she created for the school.

Steve Wattles stated that all personnel issues need to be documented and forwarded to Kevin Abraham. Kevin Abraham informed the Board that he requests this information from Don Fawson twice a year and therefore, should be given to Don Fawson. Steve Wattles agreed with this procedure.

Shauna Morgan discussed creating a Google Calendar for the Board. Anna Bohannan will create calendar, along with contact information sheet, for all Board members.

Being no further business, Shanda Enfield presented a motion to adjourn the meeting. Shauna Morgan seconded the motion that passed unanimously. Meeting was adjourned at 10:03 am.

Respectfully submitted by
Anna Bohannan, Board Secretary

Approved 10-27-11