

**George Washington Academy
Board Meeting Minutes
Thursday, December 15, 2011
7:00 p.m.**

Location: 2277 S 3000 E St George, UT
East Wing Addition

Board Members Present: Steve Wattles, President; Shannon Greer, Vice President; John Hook, CFO; Blake Boulter; Owen Olsen; Patrick Carroll; Shanda Enfield.

Board Members Absent: Anna Bohannon, Secretary; Shauna Morgan

Others Present: Don Fawson, Principal; Kevin Abraham, Business Administrator; Anya Yeager, Vice Principal; Marci Abboud; Phil Loomis; Steve Erickson; Heather Erickson; Michelle Cowles; Patty Esquivel; Jena DeHaan; Matt Hafen; Shawn Davis

Board President Welcome: Steve Wattles

Roll Call: Steve Wattles, President; **Quorum Present**

Pledge of Allegiance: Patrick Carroll

Approval of Minutes: Minutes from November 15, 2011 meeting will be approved at next month's meeting pending review by Shanda Enfield.

Public Opportunity to Address the Board – Phil Loomis addressed the Board regarding volunteer hours. Mr. Loomis stated that he would like the Board to review the volunteer hours required by the families at George Washington Academy. The amount of work has not increased with the growth; therefore, he would like the hours to be lowered from 40 hours per school year to 25-30 hours per school year. This would give the families an opportunity to buy hours at \$10/hr or to be able to complete their hours if they were lowered.

Greg McArthur, Executive Director of the Saint George Chamber of Commerce, gave a presentation to the Board regarding the benefits of joining the Chamber. The Chamber's motto is "Doing what matters most for Businesses." The Chamber is able to accomplish this by:

- 1) Marketing Businesses
- 2) Visitor Center
- 3) E-mail to 2,000 subscribers
- 4) Network meetings every Wednesday at Noon; Lunch is not included in cost of membership.
- 5) Website set up for visitors
- 6) After- hour events
- 7) Training sessions starting in 2012.

Cost of membership is \$150/year.

Set time for adjournment: Shannon Greer presented a motion to adjourn at 8:15 p.m. Steve Wattles seconded the motion that passed unanimously.

Teacher Representative Report: Marci Abboud thanked the Board on behalf of the teachers and herself for the bonuses that were received last month. She read letters out loud from the staff expressing their gratitude. Mr. Erickson expressed his gratitude to the Board as well.

Principal's Report: Don Fawson reported on the visit from Superintendent Shumway and Assistant Superintendent Menlove. Mr. Fawson stated that they visited for more than 2 hours and left feeling positive about our school and Charter schools in general. They were also pleased with our progress in meeting State goals.

Anya Yeager presented updated enrollment figures as of December at 912 students. She also provided projected student enrollment figures for next year. The first edition of the George Washington Post has been launched. The Post will help with personalized communication between administration and parents as required by the accreditation process.

Steve Wattles asked about students entering GWA this late in the year and what evaluations are done to get these students up to speed. Mrs. Yeager responded that there is no process in place at this time, however, GWA has started giving math placement tests for late entry students. Mrs. Abboud also commented that the teacher teams are working on expectations that need to be met by new and current students as they enter GWA.

Blake Boulter asked if the middle school students are wanting to stay due to the new facility. Mrs. Yeager responded that because of our 8th grade cut-off, we always lose students. This fall we shall see if the new facility has any impact.

Expansion/Construction Update: Kevin Abraham reported that the stage is being finished. Lights, sound equipment, and curtains are up. Enclosure of the shed is almost complete. By the first of January, the dumpsters will be relocated. A new awning is being installed in the entry way. The landscape water has been shut off for the winter.

Financial Report: Kevin Abraham presented the Profit & Loss Budget vs. Actual dated July through November 2011. He explained that we are currently 42% thru the year. Currently, there is no concern with the areas that are showing over 42% which is the result of beginning of year expenses.

Discussion and/or Action Items:

- **Swearing in of New Board Members:** Steve Wattles, as Board President, swore in Patrick Carroll and Owen Olsen as the newest Board Members.
- **Budget Amendment-** Kevin Abraham discussed the proposed adjustments to the budget which included adding new categories for specific items. After meeting with the Auditor's, they recommended that Library Costs be allocated under a different account. Currently, Library Costs (22.644), is stated as being over budget by \$10,000. Kevin informed the Board that he has not received the Scholastic credit for the Library. Anya Yeager stated that she just received the credit and that she will forward the information to Kevin so he can make the appropriate

- adjustment to the account. This credit will be reflected on next month's financial report.
John Hook presented the motion to approve the Budget amendment as presented by Kevin. Blake Boulter seconded the motion that was passed unanimously.

- **Expenditures over \$1,000:**

- o Hughes General Contractors--\$68,615.61
- o Katering Koncepts--\$1,000.00—staff Christmas party
- o Pearson Powerschool--\$3,258.00—additional license fees
- o Red Mountain Voice & Data--\$18,982.50

Invoice reflects video surveillance system for George Washington Academy. The system will cover the outside of 3000 E going down to the playground, all entrances, and hallways. There is a panoramic camera with the ability to zoom in. According to Mr. Fawson, this system is currently being used in Jr. High and High schools, but not at the elementary level. The City of Saint George is currently installing this system. The Saint George Police Dept. will have the ability to access the system in case of an emergency. The system will be set up on its own server and will start recording upon motion. John Hook asked if we have the money in the budget for this system. Kevin Abraham responded that we do not. However, he would like the Board to look at the system and decide at what point, if the Board chooses, to purchase the system as he works on the budget.

- o Copperstate Fire Protection--\$2,636.00—This is the charge for installing security system equipment.
- o Waxie--\$2,904.01
- o Waxie--\$1,105.10

Blake Boulter presented a motion to approve the expenditures for Hughes General Contractors for \$68,615.61, Katering Koncepts for \$1,000.00, Pearson Powerschool for \$3,258.00, Waxie for \$2,904.01, and Waxie for \$1,105.10. Shannon Greer seconded the motion that passed unanimously.

Blake Boulter presented a motion to approve the expenditure for Copperstate Fire Protection for \$2,636.00. Shannon Greer seconded the motion that passed unanimously.

Blake Boulter presented a motion to table the discussion on Red Mountain Voice and Data for 6 months. Patrick Carroll seconded the motion that passed unanimously.

Committee Reports (3 min each):

Charter, By-Laws, Handbook – Shauna Morgan, Chair; Not Present at meeting.

Accreditation – Shannon Greer, VP, Chair; Shannon reported that the on-site visit has been scheduled for April 18th and 19th.

Continuation – Blake Boulter, Chair: Blake reported that his report will contain 2 sections. A crisis plan and a continuation plan. The continuation plan is half way thru and he expects to have it completed by January or February. Once complete, he intends to discuss it with Mr. Fawson, Mr. Wattles, and Mrs. Yeager. He currently has distributed the crisis plan to a couple of board members for their review.

Investment Policy – John Hook, CFO, Chair; Nothing to report at this time. They are planning to meet after the first of the year.

Charitable Giving – Steve Wattles, Pres., Chair; Steve and Owen Olsen are working on getting a calendar together.

Curriculum – Shannon Greer ,VP, Chair: Nothing to report at this time.

Technology – Shauna Morgan, Chair; Committee will resume in Spring of 2012

Outreach – Steve Wattles, Pres., Chair: Steve and Shannon Greer met with Donna Dillingham from Dixie State College. The College's vision/direction is different from GWA's vision. What they want GWA to do is counterproductive to what the school wants. Steve and Shannon will continue to grow the relationship.

Steve spoke with Chris Bleak, UAPCS, who asked us to look for anyone who might be interested in running for the vacant State School Board position. Steve had recommended Jennifer Woodland who, unfortunately, is too busy to run at this time. Other potential candidates are Tiffany White and Rulon Jones. Shanda and Steve spoke with Rulon about the vacancy. Rulon informed them that he would be very interested in running for the position. Currently, there is no one representing Charter schools right now on the School Board.

Shanda Enfield reported on Representative Last and Representative Ipson's visit to George Washington Academy. The Representatives stayed for over 2 hours and left with a positive attitude regarding Charter schools.

Steve would like to find someone to take over the GWA web page from Phil Loomis at some point. He would like a parent with experience to take over the page as part of their volunteer hours. GWA is currently being set up on Linked In. The idea is to set up a business page with companies from inside our school.

Facilities – John Hook, CFO, Chair; Nothing to report at this time. John will get together with Rod after the first of the year.

Parent Teacher Organization – Anna Bohannon, Sec., Chair; Patrick Carroll reported that the PTO would like to generate volunteer reports in order to get families to volunteer more hours. Minority of families are putting in a lot of hours while others are putting in minimal amounts. Patrick will work with Jena in generating the reports to present to the Board at next month's Board meeting. All families with up-to-date emails should be getting a monthly volunteer hours report.

Kevin Abraham stated that he is still gathering information on the shade structure.

A family has approached the PTO wanting to start a GWA boot camp as a fundraiser for the school. 50% of the profits would go to GWA. Kevin informed the PTO that Risk Management requires for-profit groups to have a liability insurance policy of at least \$1 million in place along with a signed rental contract. GWA currently does not have a rental contract and would need to create one. Matt Hafen can assist with the creation of one. Shayla and Kevin will coordinate with one another to get this done.

Board Development/Recruitment – Shanda Enfield, Chair; Shanda asked that all emails be updated with all current board members on the distribution list.

Anya Yeager informed the Board that the National Charter School Convention will be held in Minneapolis this year on June 17th-19th. She would like Mr. Fawson, Mrs. McCorvey, herself, and a least one board member to attend the convention. Monies would have to be allocated for the convention. Board to discuss budget at next month's board meeting.

Mr. Fawson has been contacted by Southwest Educational Development Center and Utah Education Network. They are upgrading their system and would like to do a 20 minute presentation about the changes that are coming. After a brief discussion, it was decided to schedule them for February at 6:30 p.m. before the monthly board meeting.

Closed Session – *pursuant to Utah Code 52-4-204, 205.* **Blake Boulter presented the following motion: "I propose that we move into a closed session for the purpose of discussing the character, professional competence, or physical or mental health of an individual."** Shanda Enfield seconded the motion. A roll call vote was taken to move into a closed session:

Owen Olsen – Yes	Patrick Carroll – Yes
Shannon Greer – Yes	Steve Wattles – Yes
Shanda Enfield – Yes	Blake Coulter – Yes
John Hook - Yes	

Reconvene — John Hook presented a motion to come out of a closed session. The motion was passed unanimously by the Board.

Next Meeting: January monthly meeting to be held on Thursday, January 26 at 7:00 p.m.

Being no further business, John Hook presented a motion to adjourn the meeting. Shannon Greer seconded the motion that passed unanimously. Meeting was adjourned.

Respectfully submitted by
Anna Bohannon, Board Secretary

Approved on January 26, 2012