

APPROVED BY THE BOARD OF DIRECTORS ON AUGUST 27, 2020

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, July 23, 2020

7:30 p.m.

Board Meeting Minutes

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

The meeting was also available through Zoom. Anyone interested in participating via Zoom conferencing was invited to email Shannon Greer at sgreer@gwacademy.org for call-in information.

A Board work session was held at 7:00 p.m.

Work Session: Ms. Greer trained the Board on the role of a Charter School Board. The Board discussed the Board Evaluation and Responsibilities. The Board requested that Administration and the Teacher Representatives make a list of the school activities that they would like Board members to attend and bring it to Board meetings so we can ensure that Board members are involved in these events. Ms. Myers requested that the finance training include information comparing our budget to other school's so we have better perspective.

The Board meeting convened at 7:45 p.m. following the work session.

Board Members Present: Shannon Greer, President; April Paxton; Matt Hafen, Secretary; Kevin Peterson; Blake Clark, Executive Director; Holly Myers and Patrick Carroll, CFO were present in person.

Board Members Absent: Javier Jimenez.

Others Present: Steve Erickson; LaNessa Stevens; Debra Kauvaka; Heather Erickson; and Chance Manzanarez attended in person. Spencer Adams, Linnie Lindsay, Kaitlyn Oglesby, Roy Greenland, Witten Paxton; James Gibas; Jennifer Weber; Teresa Dockstader; and Cathleen Obray attended via Zoom conference.

Board Welcome: Shannon Greer, President

Roll Call: Shannon Greer, President

Prayer: Patrick Carrol

Pledge of Allegiance: Kevin Peterson

Approval of Minutes: Mr. Peterson motioned to approve the Minutes from the June 25, 2020 Board Meeting as provided in the Board Packet. Ms. Paxton seconded the motion, which passed unanimously. Ms. Myers stepped out briefly and was not present for the vote.

Public Opportunity to Address the Board:

Ms. Greer shared an email sent by Paige Gottwald for comment to the Board: “I am unable to participate in tonight's board meeting, but I would like to address the board and say thank you for taking on the difficult task of meeting such a variety of student needs on top of state and parent needs for this upcoming school year. Initially I was going to ask for a consideration to eliminate Tier II student work when school resumes in the fall because of the increased cross-exposure between classes and students, but I'm not going to. I was really excited about the implementation of Tier II last year because the charter school we attended previously used similar leveled breakout groups for reading, math, and spelling, and I thought they were very effective at meeting students' academic needs. Instead, I want to recognize that you are considering the benefits/risks of decisions like those and I appreciate your efforts. Thank you, Paige Gottwald.”

Cathleen Obray stated that she was grateful for all the efforts for reopening and is willing to assist the school as needed to have a safe opening.

Set time for adjournment. The Board set the time for adjournment for 9:37p.m.

Teacher Representative Report: Teacher Representatives, Ms. Lindsay and Ms. Oglesby, reported that they are excited to return to school and meet the new students. They appreciate the Administration and the Board and what has been done to make school safe. There is some anxiety over safety given the number of students passing through rooms. A lot of time has been spent this number revamping curriculum, protocol, etc. They have been very impressed with all Administration has done to help. They are excited to make whatever changes are necessary to give the students a great education in a safe environment.

Administration Report: Mr. Clark, Executive Director, reported the Enrollment Report and Employee hours reported vs. budgeted (overtime). He reported that they have been working very hard to make the online education available and successful. He reported that 74 students are currently signed up for the online platform. The number is fairly even between grades. Although we don't have a lot of data right now, we are at 1,051 students enrolled. All reports have been completed.

Financial Report: Mr. Adams from Red Apple, Business Administrator, reported the Financial Summary as of June 30, 2020 and the Financial Detail Report as of June 30, 2020. He reported that some of the numbers may be altered little bit as they go through the audit process but the numbers are very close to what we will see as the final numbers. Overall we were very close to our forecast in most line items. We did have more expenses than revenue in June, ending a long streak of revenues outpacing expenses. The budgeted revenue for the coming school year is going to be a little higher than what we were originally thought. All reports that are due have been filed and the others are ready to be filed in a timely manner. Mr. Carrol congratulated Administration for the student count for the 2020-2021 school year.

Committee Reports:

Policies Committee – Mr. Clark, Chair, had nothing to report besides the items that will be discussed later in the meeting.

Finance Committee – Ms. Greer reported that we will be talking about SPED funds later in the meeting.

Benefits Committee – Nothing to report.

Curriculum Committee – Ms. Stevens, Chair, reported that they are looking forward to implementing full CKLA and evaluating the math curriculum and researching success of other schools.

Outreach Committee – Ms. Myers, Chair, reported that they are keeping an eye on enrollment and getting our message out there to the community.

Technology Committee – Mr. Erickson, Chair, reported that they had an opportunity to submit an application for another \$29,000 and it was accepted. This will upgrade our WiFi system and get WiFi to the parking lot. We have to get bids and approve it through the Board. They are hoping that the Board can have a meeting next week because it needs to be approved by Friday.

LAND Trust Committee – Nothing to report.

PTO Committee – Ms. Paxton, Chair, reported that they are looking for parents to fill positions. The uniform exchange went very well. They are trying to put together a video to explain how carpool works.

Board Development Committee – Ms. Greer, Chair, reported that a new schedule will be sent out before the next regular Board meeting.

Campus Management Committee – Mr. Erickson, Chair, reported that the drainage issue is currently being repaired and should be done by next Friday.

Discussion and/or Action Items:

Mr. Carroll motioned to have Ms. Greer continue as Board Chair for another year. Mr. Peterson seconded the motion. Ms. Greer accepted the nomination. According to our Bylaws, it requires a 2/3 majority to approve. The voting was unanimous in the affirmative, and Ms. Greer abstained from the vote.

Mr. Peterson motioned to approve the Follett – Saxon Math curriculum purchase order as provided in the Board Packet in the amount of \$24,352.10. Ms. Myers seconded the motion. Ms. Greer discussed that much of the expense is consumables. Mr. Carroll asked whether we have enough excess books for students that are choosing online learning. Ms. Stevens reported that there is an option of online access. The motion passed unanimously.

Mr. Peterson motioned to approve the HMH Collections Digital purchase order as provided in the Board Packet in the amount of \$11,253.40. Ms. Paxton seconded the motion, which passed unanimously.

Mr. Carroll motioned to approve the Amplify 4th-5th DIBELS subscription purchase order as provided in the Board Packet in the amount of \$3,240.00 out of the 2020-2021 budget. Ms. Myers seconded the motion, which passed unanimously.

Ms. Paxton motioned to approve the Digital Literacy Curriculum: Learning.com Grades K-7 (2020-2021) purchase order as provided in the Board Packet in the amount of \$6095.00. Mr. Peterson seconded the motion, which passed unanimously.

Mr. Peterson motioned to approve the Amplify 3-5 CKLA Curriculum Annual Purchase (2020-2021) purchase order as provided in the Board Packet in the amount of \$21,384.00. Ms. Myers seconded the motion, which passed unanimously.

Mr. Peterson motioned to approve the LEA Specific License – Approve Mirielle Evans as LEA Specific License. Ms. Myers seconded the motion, which passed unanimously.

Ms. Myers motioned to approve the School Reopening Plan for 2020. Mr. Carroll seconded the motion, which passed unanimously. The Board thanked Administration for all of their work putting this together.

Mr. Peterson motioned to approve the GWA Early Literacy Plan 2020-2021. Ms. Paxton seconded the motion, which passed unanimously. The Board discussed with Ms. Stevens what accountability there is to comply with the plan.

Mr. Peterson motioned to approve the New Special Education Director Salary Schedule. Ms. Myers seconded the motion, which passed unanimously. Mr. Carroll noted that this is effective July 1, 2020, so it is retroactive. The new salary schedule reflects 220 days of work, rather than 200.

Ms. Paxton motioned to approve the Conflict of Interest Policy #140. Mr. Peterson seconded the motion, which passed unanimously. Ms. Greer pointed out that this policy particularly includes members of certain committees and the Board of Directors. At the beginning of each year, the conflict of interest document will need to be signed by the members. Ms. Greer asked that the Board Secretary keep those documents.

Mr. Carroll motioned to approve the Fraud and Abuse Policy #745. Ms. Paxton seconded the motion, which passed unanimously. Ms. Greer confirmed with Mr. Clark that the intent is to have a website rather than a phone number.

Mr. Greenland reported that each year we are allocated money for SPED, and each year we have been underspending. In June we received a letter from the state notifying us of this and telling us to spend the funds. In order to avoid underspending every year, the recommendation is to use the funds to benefit the children and make it a permanent part of the budget. Mr. Peterson motioned to approve the Budget Amendments for Special Education Expenses for 2020-2021 as provided in the Board Packet. Ms. Myers seconded the motion. Mr. Carroll commented that students with special needs have been receiving full benefits at GWA. Mr. Greenland mentioned that there have been opportunities to attend training or obtain equipment but there was no money in the budget. Mr. Clark reported that the reason for this has been because the budget does not adequately inform them on the amount of SPED funds available. The Board asked Mr. Adams to highlight the SPED budget items in the budget. A vote was taken and passed unanimously.

Mr. Peterson motioned to approve the new Paraprofessional and Executive Secretary Pay Scale as provided in the Board Packet. Mr. Carroll seconded the motion, which passed unanimously.

Mr. Peterson motioned to approve the new Teacher Salary Schedule as provided in the Board Packet. Ms. Paxton seconded the motion, which passed unanimously.

Mr. Peterson motioned to approve the Special Education Carryover Funds proposal as presented in the Board Packet. Ms. Paxton seconded the motion. Mr. Greenland mentioned that there was a 21st item that was left off of the proposal for Vibe Boards in the amount of \$11,996. Mr. Carroll mentioned that if this is approved, it will not replace the procurement process. The purchases have to be “encumbered” (approved by the Board) by the end of next week. He doesn’t have to have a purchase order for it. Mr. Carroll asked for confirmation from Mr. Adams that the items listed will qualify for SPED expenses. Mr. Greenland and Mr. Adams confirmed that the state has clarified what qualifies and these items qualify for

SPED. Mr. Carroll indicated his concern with providing phones to SPED teachers but not other teachers. Administration will discuss this further with Mr. Greenland. Mr. Carroll proposed that the motion be amended to not include the cell phones and cell phone plan. The Board discussed the potential need to consider technology that allows teachers to text with parents of students. Mr. Peterson amended his motion to remove Items 6 and 7, including the new line item 21 from the proposal, not to exceed \$415,000. Ms. Paxton seconded the motion, which passed unanimously.

No closed session was held.

The next Board Meeting will be held on August 27, 2020 at 7:30pm in the GWA Lunchroom.

Mr. Peterson motioned to adjourn the Board Meeting. Ms. Myers seconded the motion, which passed unanimously.

The Board Meeting adjourned at 9:52p.m.

Respectfully submitted by Matt Hafen, Board Secretary