

George Washington Academy

Thursday January 23, 2014

7:30 p.m.

Board Meeting Minutes

Location: 2277 S. 3000 E., St George, Utah, 84790
Board Room, Portable Building

Work Session: Kent Schwager, John Siggard, and Kaber Esplin presented regarding potential uses for Google Chromebooks at GWA to help prepare students for SAGE testing.

The Board meeting convened at 7:30 p.m. following the work session.

Board Members Present: Kody Young, Vice President; Patrick Carroll, CFO; Tiffany Draper; Adam Lofgran; Owen Olsen; and Matt Hafen, Secretary

Board Members Absent: Shannon Greer, President.

Others Present: Don Fawson, Principal; Anya Yeager, Vice Principal; Glenda Raschke, District Manager; Thayne Smith; Rachele Crawford; Jerri Moro; Kaber Esplin; Steve Finley; Mike Winslow; and John Siggard.

Board President Welcome: Kody Young, Vice President

Roll Call: Kody Young, Vice President

Pledge of Allegiance: Tiffany Draper

Approval of Minutes: The Board requested that Anya Yeager be added to the list of people that were present at the meeting and correct the spelling of Glory Kline's name. Patrick Carroll motioned to approve the Minutes from the December 19, 2013 meeting with the changes indicated above. Tiffany Draper seconded the motion, which passed unanimously.

Public Opportunity to Address the Board:

Patrick Carroll set the time for adjournment at 10:03 p.m.

Teacher Representative Report: Rachele Crawford, Teacher Representative reported Jerri Moro is now a second Teacher Representative. Jerri Moro asked for feedback on what the Board would like to hear from the teachers. The Board responded that it would like to hear individual success stories and honest feedback about what they need and how things are going.

Administration Report: Don Fawson, Principal and/or Anya Yeager, Vice Principal

- Don Fawson reported that he went to an emergency preparedness conference last week. One presentation was from a group called "211" which is a number that provides a lot of resources in the case of an emergency that does not rise to the severity of a 911 call.
- Enrollment Report and Employee hours reported vs. budgeted (overtime) – Enrollment was at 1,009 as of last Friday. The reason we lost five students is because one family decided to home school and two students moved to southern California. The overtime report was the same as last month at 62.5 hours. The attendance report dropped slightly to 96.1% due to sicknesses, and the tardy percentage was at 97%.

- Don Fawson reported that they conducted a fire drill which provided insight on some improvements that could be made to the emergency response procedures.
- Anya Yeager reported that as of today we have over 1,100 applications for GWA next year. Anya will email the number per grade to the Board.
- Proposed 2014-2015 Calendar (Anya Yeager) – Anya Yeager presented the proposed 2014-2015 school calendar. It matches the WCSD calendar exactly. Owen Olsen motioned to approve the proposed calendar. Tiffany Draper seconded the motion, which passed unanimously.
- **Status of State Reports Due in January** – None.

Financial Report: Business Administrator

- Financial Summary and Detail Report as of December 31, 2013 – Red Apple reported that we are doing well in all of the expense categories. They reported that the school is in great shape financially.
- **Status of State Reports Due in January:**
 - Utah Money Management Report (December 31) – Red Apple reported that they will be completing it this week before the deadline.
 - Management Letters and Management Response Letters (FY13) (December 31) – Red Apple reported that we are fine on this.
 - Single Audit Report FY13 (December 31) – Red Apple reported that this was not applicable to us.
 - File DWS wage report for prior quarter (December 31) – Red Apple reported that they have a week to complete this so they will do it.

Committee Reports (3 min each):

- **Policies** – Matt Hafen reported that the Policies Committee met yesterday morning and discussed appointing Anya Yeager as the committee chair going forward. Anya Yeager has attended a couple of administrator meetings over the past few months and has received a list of policies that the state requires or suggests that we have in place, and we are in the process of developing these policies to present to the Board.
- **Compensation-** Patrick Carroll, Chair, reported that he would like to transition to having Adam Lofgran chair this committee. There are a number of items that will need to be addressed in this committee.
- **Finance** – Patrick Carroll, Chair, reported that the committee is looking at some credit card issues and considering a new CD for funds that are in the school's bank account.
- **Investment** – Glenda Raschke, Chair, reported that employees are now actively participating in the new 401(k) program.
- **Continuation** – The committee did not have a report.
- **Curriculum** – The committee did not have a report.
- **Accreditation**– The committee did not have a report.
- **Charitable Giving** – The committee did not have a report.
- **Technology** - Kent Schwager and Kaber Esplin reported that Deep Freeze and the wi-fi projects are going well. The committee reported that the new server saved data that potentially would have been lost without the new server. Kent Schwager reported that the new tier system has been working better, but it would be better to have one person working 40 hours a week because the communication is difficult. The committee will bring a report next meeting with more detailed information about what they need.
- **Outreach** – Owen Olsen, Chair, reported that The Spectrum has printed a press release regarding the new administrator appointment at GWA. Anya Yeager reported that the GWA commercial at the movie theaters did not run over the holidays so they have agreed to try to put the commercial in for Spring Break.
- **LAND Trust** – The committee did not have a report.
- **Grant Writing** – The committee did not have anything to report.

- **PTO Committee** – Tiffany Draper, Chair, reported that their committee discussed options to replace the raffle for next year. They will bring some ideas to the next meeting. The PTO will be audited next year.
- **Board Development** - The committee did not have a report.
- **Board Recruitment** – The committee did not have a report.

Additional Discussion and/or Action Items:

- Expenditures over \$3,000
 - GWA is sending Glenda Raschke to a Power School training to learn how to get more out of Power School. Owen Olsen motioned to approve the Power School Training purchase order in the amount of \$3,899.59. Tiffany Draper seconded the motion, which passed unanimously.
 - Owen Olsen motioned to approve the emergency purchase order to purchase Google Chromebooks in an amount not to exceed \$5,700.01. Tiffany Draper seconded the motion, which passed unanimously.
- Interlocal Agreement for the Use of School Facilities during an Emergency (Washington County)
 - Mike Winslow presented the Interlocal Agreement for the Use of School Facilities during an Emergency of Washington County. In the case of an emergency, the school facility could be used by the county. Mike copied almost word for word the agreement Washington County School District has with Washington County with a few changes particular to GWA. It is recommended that it be reviewed by a legal expert on our end, and then send to the County for their review.
 - Owen Olsen motioned to approve the Agreement as presented. Patrick Carroll seconded the motion, which passed unanimously.
- Agreement for the Use of School Facilities during an Emergency (WCSD)
 - Mike Winslow presented the Agreement for the Use of School Facilities during an Emergency with Washington County School District. Mr. Fawson recommended that we table this for a few months so he can talk with the district. Patrick Carroll motioned to table this item for three months. Owen Olsen seconded the motion, which passed unanimously.
- Proposal to change Administrative Structure – Owen Olsen motioned to table this item until next month. Tiffany Draper seconded the motion, which passed unanimously.
- Bank Account – Patrick Carroll reported that the finance committee is looking for the right fit for our funds. The committee will be working on specific proposals for next month. Patrick Carroll motioned to table this until next month. Owen Olsen seconded the motion, which passed unanimously.
- Increase in students from 1,025 to 1,050 for 2015-2016 school year – We have capacity to handle up to approximately 1,050 students in our building at full capacity. Anya Yeager has contacted Marlies and has obtained the new Charter Amendment form. Anya provided the form to Red Apple to fill in the financial information.
 - Owen Olsen motioned to approve the proposal to amend the Charter to increase the student count to 1,050 for the 2015-2016 school year as presented. Tiffany Draper seconded the motion, which passed unanimously.
 - Anya Yeager will head this effort. The Board will review the Charter by next Board meeting to provide any additional recommendations for amending the Charter.
- Middle School Fee Review for 2014-2015 – Glenda Raschke reported that this has not been updated for some time and she has amended it. She presented the amended policy. Patrick Carroll recommended that we add “or waiver” to the second sentence in the Fee Requirements section. Kody Young recommended that we define “GWA” as “George Washington Academy” the first time it is used, and then use GWA throughout the remainder of the document.
 - Tiffany Draper motioned to approve the Student Fee Policy as presented, with the amendments set forth above. Owen Olsen seconded the motion, which failed. The Board discussed the need to change “guarantees” to “reserved” in the “Fee Requirements” section. Owen Olsen motioned to table this item, and Tiffany Draper seconded the motion which passed unanimously.

- Building Use Application - After School Program Supervision – Glenda Raschke reported that there have been some problems with unsupervised children when the school is used for some after-school programs. The Building Use Application proposed amendment provided additional language requiring the building users to supervise those using the building.
 - Owen Olsen motioned to approve the amendment to the Building Use Application as presented. Tiffany Draper seconded the motion, which passed unanimously.
- Prayer Policy for Board meetings – Kody Young presented a proposed policy for prayer at Board meetings. The Board discussed the potential benefits and risks of a prayer policy. Kody Young presented a Supreme Court case in which a Supreme Court Justice supported prayer in public meetings.
 - Patrick Carroll motioned to approve the Prayer Policy as presented. Adam Lofgran seconded the motion, which was approved by all but Owen Olsen and Matt Hafen. The motion carried.
- School Emergency and Response Plan – Don Fawson presented the School Emergency and Response Plan.
 - Tiffany Draper motioned to approve the School Emergency and Response Plan as presented. Owen Olsen seconded the motion. Patrick Carroll recommended that we put on the Board calendar to review this plan each year in August to update the names. The motion passed unanimously.

No closed session was held

Next Meeting: The next regular Board meeting will be held on Thursday, February 27, 2014 at 7:30 p.m.

Being no further business, Owen Olsen motioned to adjourn. Tiffany Draper seconded the motion, which passed unanimously. The meeting adjourned at 9:55 p.m.

Respectfully submitted by Matt Hafen, Secretary