

**APPROVED BY THE BOARD OF DIRECTORS ON NOVEMBER 19, 2015**

**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, October 22, 2015**

**7:30 p.m.**

**Board Meeting Minutes**

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

*A Board work session was held be held from 7:00 p.m. to 7:30 p.m.*

**Work Session:** Charter Performance Goals (Shannon Greer)

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

**Board Members Present:** Shannon Greer, President; James Ure; Stacy Bowles; Brandon Russell; Patrick Carroll, CFO, and Adam Lofgran

**Board Members Absent:** Matt Hafen, Secretary

**Others Present:** Anya Yeager, Executive Director

**Board President Welcome:** Shannon Greer, President

**Roll Call:** Chairperson Greer, President

**Prayer:** Mr. Ure said the prayer

**Pledge of Allegiance:** Stacy Bowles

**Approval of Minutes:** Mr. Ure motioned to approve the minutes from the September 24, 2015 Board meeting as presented in the Board packet. Ms. Bowles seconded the motion, which passed unanimously.

**Public Opportunity to Address the Board:** No public attended.

Ms. Bowles set the time for adjournment at 8:30 p.m.

**Teacher Representative Report:** Jacki Whitaker, and Joni Bauer, Teacher Representatives (Rachelle Crawford, not present)

Joni Bauer reported that the board representatives are meeting with Director Yeager monthly to ensure open correspondence before board meetings. The teacher representatives met today. Teachers are very happy; they are tired, but happy with the additional prep time, aides in the classroom, and great parent support. Teachers had

one suggestion, which was to have a teacher sit on the PTO committee. Ms. Yeager agreed to have a traveling sub so a teacher can attend PTO.

Ms. Yeager suggested we consider having PTO meetings at a time when teachers can attend. Also Ms. Yeager has had several requests from parents who would like to attend PTO meetings but can't due to the mid-morning timing.

Teachers also appreciated having 401k expert who came and informed them about benefits, and teachers were very appreciative.

Chairperson Greer asked Joni to take back the board's appreciation to the teachers.

**Administration Report:** Anya Yeager, Executive Director

- Enrollment Report and Employee hours reported vs. budgeted (overtime)

October 1st audit reported 1,019 students. Audit went well. Had 4.5 hours of overtime for custodian who came to paint lines and the food services coordinator who had to spend additional time her due to the remodel.

Attendance looks excellent. 95% attendance since first day of school, with 98% on time.

Significant progress has been made on the kitchen, but it is not yet completed. Contractors will be charged for every additional day completion is delayed.

UCA report is due November 1st, and 4 of the 5 sections are complete.

A group of professionals contacted the school about doing free dental work. We have a particular student with dental issues whose family cannot afford the work, and this group came and volunteered to help. This event will take place in the portable on November 30th. Open to all students who complete the application. Parents sign a liability release.

End of trimester 1 is coming up on November 6th. Glenda and Jennifer are at a data conference in Salt Lake. "The Leader in Me" symposium will be held in St. George in February, and many school admins and teachers plan to attend.

State reports due in October are all done, except for the criticality survey, which the state has delayed. School fee report is in process, scheduled to be finished tomorrow.

**Financial Report:** Business Administrator, Thane Smith

- Line 1740. Student activities and fees. The student activities and fees are in the red. PTO gave \$100 per teacher, which Thane will track down and will report back to the board where that money is in the budget detail report.
- Line 4000. The federal money has been approved on the website and will be added to this year's budget.
- Line 300. Professional technical services expenses are higher than we anticipated at this point, but Mr. Russell reported that it was front loaded for the semester. \$8,000 was also spent on legal issues related to the kitchen.
- Line 400. Many construction services are being used up; also front loaded.
- Mr. Carroll raised questions about where the contractor expenses are listed. Thane responded line 750, cap ex.
- All other line items in 600s and 700s in the red are supplies and materials purchased to get the school year going.
- Chairperson Greer asked where in the budget report she can find the state sales tax refund. Mr. Smith replied in line 611.
- Mr. Carroll asked whether line 1600, Food Services, should be decreased because it is only at 16.9%. Mr. Smith responded this is just for the month of September, so it is likely close to accurate.
- Mr. Smith reported that we have not yet received any reimbursements from the government for free and reduced lunch

- Mr. Carroll asked about line 3770 on the state liquor funds, suggesting it should have a number in there and Thane agreed to update the report accordingly.
- Mr. Carroll suggested that the new reserve balance for this year still lacked the new contribution we made towards the bonds. It is showing in the graph but not the new reserve balance, and the month ending cash balance. Mr. Smith agreed this was an error. Also agreed to get the information about the latest enrollment put into the report.
- Ratios and operation margins are correct and have been updated.
- Chairperson Greer asked Mr. Smith to do the board training in January to explain the budget detail report, and Mr. Smith agreed.
- Chairperson Greer will ensure with Mr. Hafen that the negotiation report is in the calendar for November.
- Mr. Smith reported that all reports of his have been submitted on time. Whew!

### **Committee Reports (3 min each):**

- **Policies** – Anya Yeager, Chair. Committee has not met. No new report, except that there's a new opt out form the state has issued, which has been added to the website. Also, both updated policies from last month are redlined in the packet.
- **Compensation / Finance Committee** – Patrick Carroll, Chair. Has not met in last month. Nothing new to report.
- **Benefits** – Glenda Raschke, Chair. Nothing new to report.
- **Continuation** – Shannon Greer, Chair. Nothing new.
- **Curriculum** – Jennifer McCorvey, Chair. Been very busy preparing for end-of-year report cards and alignment. More to report next month.
- **Charitable Giving / Outreach** – Stacy Bowles, Chair. Met. Having brochures and cards designed. Discussed having ambassadors get tweets approved and tweeting them. Ms. Yeager was concerned about having students tweet about GWA, but said she is fine with it as long as students don't have access to the GWA account. Reported that the liaison for the November val pak has been difficult to reach, but Ms. Bowles is still pushing hard for a response.
- **Technology** - Steve Erickson, Chair. Met, but Mr. Erickson was not present.
- **LAND Trust** – Jason Boothe, Chair. Final report was due last week, and was submitted on time.
- **PTO Committee** – James Ure, Chair. James reported that the carnival was a success, netting around 45,000. Reported that the PTO likes the idea of the league usage of the field, and encouraged the board to consider who will be present to unlock the gate and be present during the practices.
- **Board Development** – Shannon Greer, Chair. We have board trainings scheduled for the next three months on budget, special needs, and more. If anyone has questions, reach out to Chairperson Greer.
- **Board Recruitment** – Shannon Greer, Chair. Nothing to report.
- **Campus Management** – Steve Erickson, Chair. Nothing to report.

### **Additional Discussion and/or Action Items:**

- Expenditures over \$3,000. Chromebook and Chromebook licenses: \$6,592 total. To come out of the CCA fund. Mr. Carroll requested that we should have a separate CCA line item so teachers don't think that CCA-ear-marked funds are available for teachers. Mr. Russell asked whether we need more Chromebooks and was assured that we do. Mr. Russell motioned to approve the PO for 32 Chromebooks and licenses for a total not to exceed \$6592 for the CCA program. Mr. Carroll seconded the motion. The motion passed unanimously.
- Changes to Classification of Employees and PTO Policies (Anya Yeager) (Board Packet Pgs. 8-14)
  - o Mr. Carroll motioned to approve the Changes to Classification of Employees and PTO Policies as provided in the Board packet. Mr. Russell seconded the motion, which passed unanimously.

No closed session was held

**Next Meeting:** The next regular Board meeting will be held on Thursday, November 19, 2015 at 7:30 p.m.

Being no further business, Mr. Russell motioned to adjourn. Ms. Bowles seconded the motion, which passed unanimously. The meeting adjourned at 8:55 p.m.

Respectfully submitted by James Ure.