

Approved by the Board of Directors on March 23, 2023

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, February 23, 2023
7:30 p.m.

Board Meeting Minutes

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

The Board Training was held at 7:00 p.m. prior to the Board Meeting.

The Board meeting convened at 7:41 p.m.

Board Welcome: Shannon Greer, President

Roll Call: Shannon Greer, President

Prayer: TBD

Pledge of Allegiance: Amanda Mortensen

Board Members Present: Shannon Greer, Kevin Peterson, Amanda Mortenson, Casey Unrein, Jaycee Rogers, Holly Myers, and Shauna Mahoney. Chance Manzanares attended in place of Blake Clark.

Board Members Absent: Blake Clark

Approval of Minutes:

Kevin Peterson made a motion to approve the minutes from the January 26, 2023 Board Meeting as found in the board packet. Casey Unrein seconded. Amanda Mortenson requested to fix the spelling of her last name from ‘e’ to ‘o.’ The motion passed unanimously by Shannon Greer, Kevin Peterson, Amanda Mortenson, Casey Unrein, Jaycee Rogers, Holly Myers, and Shauna Mahoney.

Public Opportunity to Address the Board:

None

Set time for adjournment: The time set for adjournment was 9:25 p.m.

Teacher Representative Report:

Jocelyn Larkin reported on the LETRS training. It has been helpful for students who are below benchmarks. The third grade is planning on attending a field trip. The fourth grade had a good discussion about the roles of presidents and are creating president biographies. The Clark Planetarium is coming to visit. Dixie Tech also came and conducted an astronomy night. Fifth grade is sending students to a chemistry competition. The sixth and seventh grades enjoyed their Valentine's Dance.

Administration Report: Chance Manzanares, Assistant Director, reported that all reports have been complete to his knowledge. The Acadience math scores are starting to come in and has been taking some time because the tests are paper and pencil. He reported that the first-grade composite scores drop because there are two additional tests at the beginning of the year than in the middle of the year. Once end of year data is collected, the comparison to middle of the year to end of the year will be more accurate because there is the same number of tests. Jaycee Rogers commented on the great growth in third grade. Chance commented that the third-grade team was proactive at the beginning of the year and started looking at the data right away. Holly Myers asked about the student count. The student count is 999. The school is not actively seeking new students due to the timing of the year with end of year testing, but new students can be enrolled.

Financial Report: Spencer Adams, Business Administrator, reported on the financial summary as of January 31, 2023 as found in the board packet. He pointed out the overview of the revenue and expenses and what has changed from the prior month is the increase in revenue due to the national school lunch funds. Expense forecasts increased largely because of benefits. There continues to be more revenues than expenses. The operating margin increased by .12% by last month. He reported on upcoming finances for the next school year from the legislative session. WPU increased to 6%, there will be an increase to the local replacement fund, full-day kindergarten funds, and teacher salaries.

Committee Reports:

- **Policies Committee** – Amanda Mortenson reported that policy updates are in the board packet.
- **Finance Committee** – Kevin Peterson reported that the land purchase to the east of GWA is under contract.
- **Benefits Committee** – Nothing to report.
- **Curriculum Committee** – Nothing to report.
- **Outreach Committee** – Holly Myers reported on the re-branding process. She reported that the intention for re-branding is to differentiate GWA from other local schools existing and coming into the community. Shannon Greer clarified the process for rebranding and explained that process should go through the board. Casey Unrein suggested creating a policy for brand guidelines so that in the future the brand cannot just change. Shannon requested that the outreach committee create a plan and expectations for rebranding (what the branding will include, what the finances will include, the timeline, etc.). Jaycee said that she loved the simplicity of the logo, but as it stands it lacks depth. She said that the logo is confusing to read and the letters G-W-A are not distinct. She

expressed that the logo doesn't read as a school logo, and feels more like a business. She explained the desire to place more emphasis on the school's past and future in the logo, especially with the school's name being derived from the first leader of the nation. Amanda Mortenson said that the logo doesn't capture the meaning of GWA and she didn't understand the colors within the logo and what they meant. Shannon Greer pointed out stakeholder feedback and feels strongly that all stakeholders should be involved. Jaycee reported that some individuals within the school have provided feedback, but she wasn't certain what the logistics of that feedback looked like. Kevin Peterson said that the logo felt too corporate. He questioned how the logo set us apart as a *school*, not a business. Holly said that the designer of the logo said that making the logo looking like the school is potentially redundant as the logo will be *on* the school. She asked about everyone's feedback for the addition of the light blue color into the logo. Everyone present consented that the blue is great. Shannon Greer expressed concern about the confusion about how the logo reads and provided examples of companies changing logos in the past and what was successful and what companies didn't have success. She explained that she is worried that students within the building won't connect or recognize the logo. Kevin said he didn't think the re-branding would make a big difference-- people who want to come to GWA will come regardless of the logo. Shannon requested that the outreach committee determine a date for the reveal. She asked when the committee hoped to reveal it, and whether it was part of the 20-year anniversary celebrations. Holly said she understood the intention was to rebrand before the 20th year. Jaycee asked about whether there was only option for the logo. Holly said that a few options were presented, and one was chosen to work with. Amanda said that she would prefer specific options be selected and the opportunity for the community to give feedback. Shauna Mahoney said that in the outreach committee meeting she felt that members were being convinced and persuaded to like the logo design. She suggested that the process be slowed down. Holly said with the swiftness of the process was perhaps due to the marquee being installed on 3000 east. Shannon pointed out that the school has not had a marquee on the street for the last seventeen years and didn't feel the need to rush the re-branding process specifically for the marquee. Casey Unrein pointed out the confusion in the website URL in typing gwadacemy.org versus gwaacademy.org and said that should be considered with rebranding. Casey expressed he liked the logo and the "business feel" makes us stand out. He wondered about students having input with the logo and allowing them to have the opportunity to draw the logos. Shannon said that it would be a missed opportunity to not have more community involvement. Casey Unrein requested that when a decision to place the marquee is made, that it is approved. Shannon requested a proper process be established and the rebranding be approved by the board. Holly asked that if anyone had additional feedback or designs, to give them to her so that she can communicate with the designer. Holly asked the board whether the committee should start over with a new design or work with the current one. Shannon asked about what the process of working with the designer looks like. Holly did not have an answer about the contracted details; however, the designer is willing to re-work the logo. Shannon asked each board member their opinion on whether the logo design should start over or if we should work with the current one. Amanda said she would like a separate logo, one with a picture included. Shauna said she desired a separate logo. Casey would like a wide variety (two or three) to choose from to provide transparency to the community. Jaycee would like another option,

and one that includes the full name George Washington Academy. Kevin would like the current logo design in a different color scheme, with a different red, and a lighter blue. He pointed out that the G looks like a Q. He would also like a separate one with a picture and one with a full-name spelled out. Shannon expressed excitement about the 20 years and wants to do the rebranding correct.

- **Technology Committee** – Nothing to report.
- **LAND Trust Committee** – Kevin Peterson reported that the updated land trust plan has been typed and presented. The committee is getting together to vote on it.
- **PTO Committee** – Amanda Mortenson asked the board to volunteer for the family appreciation night April 29th from 5-7:00 p.m. (outside). Casey Unrein asked about yearbook sales. Amanda said that sales are online and that Mr. Clark has sent out information for purchasing.
- **Board Development Committee** – Shannon Greer reported that next month's training will be a continuation from tonight's training on committees and committee expectations/norms.
- **Campus Management Committee** – Steve Erickson said that the back parking lot will begin March 6th. The timeline is 6 to 8 weeks.

Discussion and/or Action Items:

- Expenditures over \$5,000
- **Cyber Liability Insurance Renewal:** Kevin Peterson made a motion to approve the cyber liability insurance renewal for the amount of \$5,498.24 as found in the board packet. Holly seconded. Casey Unrein asked about the cost last year. The assistant director reported that the insurance went up. Shannon asked whether there can be more options considered next year. The assistant director understood that the price was higher this year because of the increase in cyber attacks on schools. The motion passed unanimously (All present voted in favor: Shannon Greer, Kevin Peterson, Amanda Mortenson, Casey Unrein, Jaycee Rogers, Holly Myers, and Shauna Mahoney).
- **Additional Administrative Position:** Casey Unrein made a motion to approve the additional administrative position. Shauna Mahoney seconded. Jaycee Rogers pointed out that the first job description title block includes Title I, but the third job description is the official Title I coordinator. The first title block needs the words "Title I" removed and it should be added to the third job description. Holly Myers wondered about the wording in the job description and the clarification of the job roles and responsibilities across the descriptions. She understood that with the current wording that two people are doing one job, when it should read that one person is doing the job and the second is the supporter to them. In the second job description, she pointed out that wording under the reporting/statistical oversight section includes outdated wording ". . . and works directly with the assistant director of technology" as that person is now the assistant director of technology. Casey asked whether these job descriptions will help alleviate the pressure of constantly supporting students. Chance Manzanares reported that an additional person will greatly help with that. Amanda Mortenson asked whether an additional person should be an administrative person, or whether it should be a mental health professional. The assistant director said that it should be an administrative person as they are working with parents and making difficult choices such as suspensions. Casey Unrein amended

his motion to approve the additional assistant administrative position focused on assistant director—student support and intervention with the request that administration clarify the verbiage in the job descriptions.

Kevin Peterson made a motion to continue. A second was made by Amanda Mortenson.

Casey Unrein amended his motion again to approve add the administrative position to expand the total to three with the request that administration reworks the wording to make each job description clearer. Shauna Mahoney seconded. The motion passed unanimously (All present voted in favor: Shannon Greer, Kevin Peterson, Amanda Mortenson, Casey Unrein, Jaycee Rogers, Holly Myers, and Shauna Mahoney).

- Executive Level Secretary: Purchasing, finance, budgeting: Shannon Greer pointed out that this position already exists. This proposal moves that employee from hourly to salary. Kevin Peterson made a motion to approve the executive level secretary-purchasing, finance, and budgeting as found in the board packet. Amanda Mortenson seconded. Holly Myers clarified whether this particular proposal is to focus more on the nature of this position being more of a salary position instead of an hourly one. Kevin Peterson said that the employee's hours have been tracked and the need was there for this person to move to salary. Being salaried, this person does not have to track their hours. There is also a possibility of savings with this employee being salaried. Holly questioned what this looks like when another employee accrues overtime and whether that will be grounds for that employee to become salaried. Kevin said that at this time there are no additional jobs positions that would need to be changed from hourly to salary. The motion passed unanimously (All present voted in favor: Shannon Greer, Kevin Peterson, Amanda Mortenson, Casey Unrein, Jaycee Rogers, Holly Myers, and Shauna Mahoney).
- New Reading Intervention Small Group Instructional Materials: Kevin Peterson made a motion to accept the new reading intervention small group instructional materials in the amount of \$27, 853.80 as found in the board packet. Jaycee Rogers seconded. Kevin Peterson noted that this purchase comes from the 2023-2024 budget). The motion passed unanimously (All present voted in favor: Shannon Greer, Kevin Peterson, Amanda Mortenson, Casey Unrein, Jaycee Rogers, Holly Myers, and Shauna Mahoney).
- Policy 310: Dress code: Kevin Peterson made a motion to accept Policy 310: Dress Code as found in the board packet. Shauna Mahoney seconded. Kevin asked whether more colors would be included in the dress code in the future. Shannon Greer said that she is not opposed to adding the light blue, but does not see valid reasoning for adding the blue because it is now included in clothing packs. She feels that the inclusion of light blue is a premature thought and should be included as part of the 20th year anniversary. Jaycee agreed. Holly Myers noted that changing the color palette because of rebranding is valid, but due to parental convenience or benefit than it is not valid. She said that light blue hasn't necessarily been determined to be used in the logo. Kevin said adding the color light blue isn't out of the realm of GWA colors and he sees it as adding more options to the dress code. Holly said the question is whether the color should be added to the dress code, not whether it is for parents or not. Casey Unrein expressed concern that by adding the light blue to the dress code than it is likely that light blue will be used in the branding. He is not against saying no to the proposal in order to slow the re-branding process down.

The Motion failed (Kevin Peterson: yes, Shauna Mahoney: yes, Shannon Greer: No, Jaycee Rogers: No, Casey Unrein: No, Holly Myers: No, Amanda Mortenson: No).

- Policy 285: Faculty and Staff Dress Code: Kevin Peterson motioned to approve Policy 285: faculty and staff dress code as presented in the board packet. Casey Unrein seconded. Casey asked whether this policy change was developed from employees complaining about the current policy. Amanda Mortenson said that Mr. Clark has expressed concern that GWA is missing out on potential great teacher candidates because of piercings and tattoos. Shannon Greer questioned about whether the removal of “T-Shirts may only be worn on “Spirit Days” . . .” opens the door for teachers to wear T-shirts at any time. She also questioned whether that was a mistake and whether “No tank tops or muscle shirts” was the phrase meaning to be removed. It was pointed out that the phrase “Attire may be sensibly modified. . .” would include Spirit Days. Shannon liked the addition of tennis shoes. Shauna Mahoney said she wondered about the leeway given for the piercings and whether the wording should be more specific. Shannon said that she doesn’t feel like that just because other schools have certain policies, that we should mirror that. The high level of expectation should always be there. Jaycee Rogers said that there is protection in policies, especially for the executive director. Being too broad with wording opens the door for the director to be targeted for allowing or not allowing what they deem as appropriate in terms of piercing or tattoos. Casey Unrein mentioned that by forcing employees to cover up tattoos with something like a band aid, that could potentially be more distracting than the tattoo itself. Kevin said that his concern is more about what is on the employee’s faces than the rest of their body. He is more concerned about the piercings than the tattoos. The motion failed (Casey Unrein: Yes, Kevin Peterson: No, Shauna Mahoney: No, Shannon Greer: No, Jaycee Rogers: No, Holly Myers: No, Amanda Mortenson: No).
- Policy 560: 7th Grade Health. Kevin Peterson made a motion to approve Policy 560 as outlined in the board packet. Casey Unrein seconded. The motion passed unanimously (All present voted in favor: Shannon Greer, Kevin Peterson, Amanda Mortenson, Casey Unrein, Jaycee Rogers, Holly Myers, and Shauna Mahoney).
- Chromebooks: Kevin Peterson made a motion to approve the Chromebooks in the amount of \$46,725.00. Holly Myers seconded. Casey Unrein asked about freight, and why that wasn’t included. The assistant director said that the shipping is usually free. Kevin Peterson amended his motion to approve the Chromebook purchase to not exceed \$47, 433.75. Holly Myers seconded. (All present voted in favor: Shannon Greer, Kevin Peterson, Amanda Mortenson, Casey Unrein, Jaycee Rogers, Holly Myers, and Shauna Mahoney).
- Board Secretary Job Description Discussion: There was no discussion on the board secretary job description. Kevin Peterson made a motion to approve a board clerk position with an hourly wage not to exceed \$22 an hour (from January 2023 board packet). Holly Myers seconded (All present voted in favor: Shannon Greer, Kevin Peterson, Amanda Mortenson, Casey Unrein, Jaycee Rogers, Holly Myers, and Shauna Mahoney).

Closed Meeting – *none*.

Reconvene — Take all appropriate action in relation to closed session items.

Next Meeting: The next regular Board Meeting will be held on March 23, 2023 at 7:30pm.

Adjournment: The board adjourned at 10:26 p.m.

Submitted by Jaycee Rogers, Board Secretary