

George Washington Academy
Board Meeting Minutes
Thursday, October 27, 2011
7:00 p.m.

Location: 2277 S 3000 E St George, UT
Library

Board Members Present: Steve Wattles, President; Shannon Greer, Vice President; John Hook, CFO; Anna Bohannon, Secretary; Blake Boulter; Shauna Morgan; Shanda Enfield

Other Present: Don Fawson, Principal; Kevin Abraham, Business Administrator; Michelle Wilson; Chris Hatch; Patty Esquivel; Owen Olsen; Mike Wilson

Board President Welcome: Steve Wattles

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

Pledge of Allegiance: John Hook

Approval of Minutes: Minutes from September 22, 2011 and September 30, 2011 meetings; **Shannon Greer presented a motion to approve the minutes from September 22, 2011 and September 30, 2011 as typed. Shanda Enfield seconded the motion that passed unanimously.**

Public Opportunity to Address the Board – Owen Olsen nominated himself for the Board vacancy. He currently has a son on the waiting list for next year. He has lived in St. George for 6 years and works for a non -profit agency. He has a Bachelor of Science in Aviation and an MBA as well.

Set time for adjournment; Steve Wattles presented a motion to adjourn at 8:30pm. Anna Bohannon seconded the motion that passed unanimously.

Teacher Representative Report: Mr. Chris Hatch reported that there are currently no concerns at this time. If there is anything that the Board needs, he would be happy to relay back to the teachers.

PTO Representative Report: Patty Esquivel reported that the carnival is on track for Saturday and that monies will be used for the shade structure. Beginning of November, the PTO will sell punch passes for Jumping Jacks and Anti-Gravity. There were 8 nominees for the PTO board member vacancy. 2 declined, 1 never responded. Patty Esquivel will forward the names to Shanda Enfield and she will contact them. By November 15th board meeting , the board should have the name of the final candidate for the PTO Board member vacancy.

Principal's Report: Don Fawson presented updated enrollment figures as of October 27, 2011 at 921 students. Shannon Greer complimented the teachers on their professionalism and attire during the open house. Several of the attendees commented on the respect they saw and felt from the students as well.

Expansion/Construction Update: Kevin Abraham stated that he received the Inspector's Certificate of Occupancy (CO) today. There is still a punch list that should be completed in the upcoming weeks. Speaker system holders ordered and being installed. Additional computers have been ordered for computer lab. Permanent block storage shed is being built by the track and trash containers will be relocated next to shed. Fencing will come down at 8 am and grass area will be open for students to use. Move in date will be November 17th. Ribbon cutting ceremony date to be set by Steve Wattles.

Financial Report: Kevin Abraham presented updated Profit and Loss Budget from July 1 through October 24, 2011. Steve Wattles had questions regarding 22.300 Purchased Prof & Tech. Kevin explained that figure shown was for training that occurred at the beginning of the school year. Supplies and Equipment figures also show a high percentage of budget due to purchases for the school at the beginning of the year and for the new building. The equipment figures reflect monies saved from the construction and used to purchase desks, projectors, chairs, etc.

Discussion and/or Action Items:

- **School Land Trust report/proposal** – Don Fawson stated that the School Land Trust committee met yesterday, Oct. 26th to discuss the report from last year. Final report needs to be submitted on November 18th. The proceeds from the School Land Trust were used for technology.
- **Utah Consolidated Application** – Kevin Abraham presented the Utah Consolidated Application as prepared by Anya Yeager, Vice Principal. The report shows how the school plans on spending the funds received on various categories. Blake Boulter had a question regarding increase in total dollar amount figures. Kevin Abraham explained that the figures are based on students enrolled. Report is due on October 31st. **Blake Boulter presented a motion to approve the Utah Consolidated Application as it stands. Shauna Morgan seconded the motion that passed unanimously.**
- **Audited Financial Report for FY 2011** – Kevin Abraham presented the audited financial report performed by Squire. The report stated that we are in good financial strength and that no issues were presented. Kevin Abraham wanted to make the board aware of a potential concern. The Board had to pass a final budget in June. He had to estimate our construction bill even though he did not receive the actual construction bill until July. Therefore, he budgeted for \$400,000 and actual amount was \$651,046. Kevin expects to be questioned by the State about the difference the first of the year. Board to revisit issue in January .
- **New Copier Lease** – Don Fawson discussed the Sharp Copier Lease from Les Olson Co. and his research into finding a new copier. Three bids were conducted and Kevin Abraham feels this is the best one for our needs. Lease covers everything except paper. **Shauna Morgan presented a motion to approve the Les Olson Co. Lease agreement for new copier at \$356 month for 5 years. Shanda Enfield seconded the motion that passed unanimously.**
- **Management Representation letter to Squire** – Kevin Abraham presented the letter for approval by the board. The letter states that the board has given Squire all necessary information as requested and that the board has fulfilled all of its duties as required. **Shannon Greer presented a motion to approve the management representation letter to Squire as presented. Shauna Morgan seconded the motion that passed unanimously.**
- **Approval of new committees as discussed on September 30, 2011** – Steve Wattles presented a motion to approve the formation of the new committees as discussed on September 30, 2011. Shannon Greer seconded the motion that passed unanimously.
- **Open House** – Steve Wattles stated that the open house went well. City officials, educators, business people, and other charter schools were present for the open house. Shannon Greer recommended that we invite people from our invite list who did not attend today to our second open house in May. Shauna Morgan mentioned if we could set up a Dignatory Visitor Day for the students. Blake Boulter commented if we could bring them in during one of the character trait assemblies. Will discuss with PTO and pursue the possibility.
- **Charitable Giving Program** – Steve Wattles stated that today's open house was the first step in the process. He is currently working on developing the rest of the time frame.

- **Board Member Attraction-** Steve Wattles stated that we had 3 different candidates come to the open house. We need to keep looking for people who can add value to the board. The committees need to focus on this task. We currently need one for the PTO and one appointed by the Board.
- **Board Member Candidates** – Shanda Enfield stated that we currently have 4 possible candidates for the Board. They are Owen Olsen, Matt Hafen, Dr. Sean Davis, and Maybeth Finlinson. Shanda will send out invite letters to the candidates.
- **Approval of Mission and Belief Statements** – Shannon Greer presented the new mission statement for approval, along with the belief statements, as created by the accreditation committee. ***Mission statement as follows: “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.”***

Belief Statement: Provide an environment where children can learn, question and explore
 All Students have the ability to learn and succeed
 Teaching character development builds a strong foundation for life
 Responsibility for education lies with the student, family, school, and community
 Individual and unique differences enhance learning
 Open communication is essential for success
 True learning requires commitment, consistency, and creativity

Shanda Enfield presented a motion to approve the new mission statement as presented. Blake Boulter seconded the motion that passed unanimously. Anna Bohannon presented a motion to approve the belief statement as presented. Shauna Morgan seconded the motion that passed unanimously.

- **Charter Organization to support** – Shannon Greer asked the Board to state top 3 priorities of our school. What is it that we are looking for in an organization to align ourselves with. The 3 were as follows: 1) Representation; 2) Advocacy; 3) Professional Development. After discussing UAPCS and UCN as they pertained to the 3 priorities, **Shannon Greer presented a motion that we align ourselves with UCN. Anna Bohannon seconded the motion. Motion did not pass with Steve Wattles, John Hook, Shauna Morgan, Blake Boulter, and Shanda Enfield voting against it. Shannon Greer presented a motion that we support UAPCS. Shauna Morgan seconded the motion. Motion passed with Shannon Greer and Anna Bohannon voting against it.**
- **Expenditures over \$1,000:**
 - Hughes General Contractors - \$134,014.02
 - Waxie- \$1,018.69
 - AED- \$1,435.20
 - UAPCS - \$4,275.00
 - UCN - \$2,510.00
 - School Outfitters - \$11,114.42
 - The Computer Connection - \$8,800.00

Blake Boulter presented a motion to approve the expenditures for Hughes General Contractors \$134,014.02; Waxie \$1,018.69; AED \$1,435.20; UAPCS \$4,275.00; School Outfitters \$11,114.42; and The Computer Connection for no more than \$9,500.00. Shauna Morgan seconded the motion that passed unanimously.

Committee Reports :

Charter, By-Laws, Handbook – Shauna Morgan, Chair; Shauna Morgan is currently working on forming her committee. Anna Bohannon to Co-Chair committee. Kevin Abraham requested that Jennifer Woodland be added to the committee

as the parent member. Shauna Morgan anticipated to have the Charter completed by December. Charter and By-Laws to be submitted to the Board for approval in December in order to present to State Charter Board.

Accreditation – Shannon Greer, VP, Chair; Shannon Greer reported that all the focus groups have been formed and have met. All items are on track for finalization in March for April due date. GWA to provide accommodations for the 3 people that will perform accreditation from NorthWest Accreditation.

Continuation – Blake Boulter, Chair; Blake Boulter anticipates on having his continuation report done by December. He will establish a contact with Risk Management.

Investment Policy – John Hook, CFO, Chair; John Hook stated that his committee needs to meet twice a year and meetings must be recorded. Jerri Moro has joined his team and they are planning on meeting in December.

Charitable Giving – Steve Wattles, Pres., Chair: Report given during discussion portion of agenda.

Curriculum – Shannon Greer ,VP, Chair; Shannon Greer reported that committee continues to meet on a regular basis. Curriculum goals to be reviewed in November and January.

Technology – Shauna Morgan, Chair; Shauna Morgan reported that the committee is being put on hold in order to focus on the charter. Committee will resume in the spring.

Outreach – Steve Wattles, Pres., Co-Chair; Steve Wattles reported that he has been talking with other organizations. He would like all press releases to go to him. Don Fawson and Anya Yeager to review them as well, including Inside Our School press releases.

Facilities – John Hook, CFO, Chair; John Hook reported that the committee will meet after the first of the year. Monies have been put aside for the long term to cover facilities as required by our bond.

Parent Teacher Organization – Anna Bohannon, Sec., Chair; Report given by Patty Esquivel under PTO representative.

Board Development/Recruitment – Shanda Enfield, Chair; Report given during discussion portion of agenda. Shanda Enfield discussed rescheduling Open Meeting Act training for November 3rd at 9:00 am. Steve Wattles would like the PTO to be invited as well.

Closed Session – *pursuant to Utah Code 52-4-204, 205.* **Closed session was not held at this meeting.**

Reconvene — **Take all appropriate action in relation to closed session items. N/A**

Next Meeting: November monthly meeting will be held on Tuesday, November 15th at 7:00 p.m. December meeting to be held on Thursday, December 15th at 7:00 p.m.

Being no further business, John Hook presented a motion to adjourn the meeting. Shanda Enfield seconded the motion that passed unanimously. Meeting was adjourned at 8:40 p.m.

Respectfully submitted by
Anna Bohannon, Board Secretary

Approved as corrected on November 15, 2011