

Approved by the Board of Directors on June 22, 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, May 18, 2023
7:30 p.m.

Board Meeting Minutes

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

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

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

Board Welcome: Shannon Greer, President

Roll Call: Shannon Greer, President

Prayer: Amanda Mortenson

Pledge of Allegiance: Blake Clark

Board Members Present: Shannon Greer, Amanda Mortenson, Blake Clark, Casey Unrein, and Holly Myers. Shauna Mahoney attended via Zoom.

Board Members Absent: Kevin Peterson absent due to family matters.

Others Present: Deborah Odenwalder, Chance Manzanares, Debbie Kuavaka, Christine Giles, Jaycee Rogers, Nellie Rogers, Kim Townes, Lanessa Stevens, Jocelyn Larkin, Jaxynn Smith, Sharon Moss, Amber Corkin, Ayelen Butler, and Alisha Madsen. Spencer Adams and Aubrey Johnson attended via Zoom.

Shannon Greer thanked Alisha Madsen and Jaycee Rogers for their service to GWA. Board members gave their appreciation and thanks as well. Jaycee relayed to the board her appreciation for GWA and the board. Shannon also reports that she has a gift for Kevin Peterson and will drop it off at his house.

- 5 minute recess to allow for refreshments-

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Approval of Minutes: Amanda Mortenson motioned to approve the minutes from the April 27, 2023 Board Meeting as found in the board packet. Casey Unrein seconded.. The motion passed

unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, and Shauna Mahoney.

Public Opportunity to Address the Board:

None

Set time for adjournment: Blake Clark set time for adjournment at 9:05 p.m.

Teacher Representative Report:

Kindergarten: We completed all of our classicals and WIGs this year and the children loved celebrating this year. I have just completed my first year at GWA and I could not be happier. This school has been so amazing, so supportive and I'm so happy to have made the switch over. Thank you for your support of the teachers. 3rd grade: We just had our leadership day. Monday we'll do our book reports. We were able to do our planned field trip. 4th Grade: I would say as a team our biggest success was making intentional connections with the students to make them feel valued. Academically, I think our biggest success was with reading fluency. We had a lot of growth this year and quite a few students who were able to graduate from the reading center. 5th Grade: We think our biggest success was successfully following our ELA essential standards and having the grade as a whole perform really well and meet our goal on RISE. I think our other success this year was improving moments to make them more memorable. 6th Grade: We have had some big successes this year. We've been very successful at creating data-driven Tier II groups and providing meaningful interventions in Math and ELA. We have also created opportunities for extensions in areas like STEM, Story Making, Drama and Innovation where students have had more hands-on learning experiences. These experiences have been particularly impactful as students get put in the roles of leaders in the classroom by leading their small groups in STEM or innovation activities and writing their own scripts to perform in drama. We also have felt particularly successful in our community-building efforts. We have been holding weekly class meetings where students get to share what is going on in their lives. Students are also able to discuss issues important to them and share ideas and support for those students who feel they need some help or advice. This has led to an increased feeling of community in our classrooms and creates empathy for other classmates. We love our 6th graders! 7th Grade: From Rachelle: Our students have improved an average of 10 words per minute, 97% of our students type above 35 wpm, which is the 7th-grade standard. Our fastest student during a recent contest was able to get 100 wpm. Rise Scores: I don't have concrete data on that, but I believe we have made improvements by a few points from the scores last year (6th grade) to this year (7th grade).

Administration Report: Blake went over the student data including absences, overtime by staff, etc. Blake moved onto the assessment data he'd prepared, explaining which numbers were GWA versus State average. Blake states that this comparison sheet is the most valuable as we are able to look at cohort to cohort as they go through the school. Teachers are able to utilize these charts as they prepare their unit plans for next year. Starting with the ELA chart, the students are progressing nicely or staying in that same realm nor are they falling behind. The math assessment, which is the focus on the summer PE days this year and Blake has a few questions he will ask the teachers. Blake has brainstormed with the leadership team and they may have an

idea but he's excited to get teacher input to develop a unit essential standard for next year. Blake addresses the anomaly of 6th grade Math scores being significantly lower in both GWA and the State Average scores. He reports that the scores get bumped back up in 7th grade and though the 7th grade teachers report that the scores were higher than last year, that wasn't the case. However, Jocelyn clarified that the teachers were reporting the improvement was seen from the scores of 6th grade to 7th grade which is true. It's the 2nd year of the new math program and the staff is really diving in. Blake is going to talk with the teachers about scaffolding the course material and not lowering the expectation. Regarding Science, it is historically our highest score whereas Math used to be before the State standards changed. In some areas our science scores are better than they ever have been. Blake reports that the staff are doing really well with that. Two summers out is when they will focus on science. Crimson View elementary is the highest performing school for science in the entire state and they've been working with them and will continue to work with them. Their teachers are trained to teach the other teachers in the district and Blake has already asked Adam Baker if GWA could be a part of their training program. A new teacher from the district who has received this training has been a great resource to GWA teachers. Shannon expressed surprise on the Math scores but says that it can take 3-4 years to adjust when changes occur. Blake agrees that it takes time but explains how they are working to facilitate the program better to help the students with achieving those goals. Amanda asked if any other schools made the transition between programs at the same time and if so do their scores are similar to ours. Lanessa Stevens reports that she wasn't aware of any at the same time. Shannon expressed interest in how GWAs scores reflect against other schools in the area to make sure we're still the school of choice. Blake also reports that even though our demographic of our school has changed dramatically yet our scores have stayed consistent. Holly asked how detailed is the data that make up these reports and is it easy to determine if there are gaps in grades. Blake explains how Blake utilizes the data that he gets back how he detailed it is. Holly asks, were there any surprises? Blake reports that though there are always a few anomalies because a standard test is stressful so there's room for error but no surprises. Amanda asked about how GWA addresses those students that are lower on the scores so that they're not falling behind more each year. Blake explains how Patriot time can be used to address this as the student moves forward. Shannon asked if there were any surprises for Blake. Blake says he was surprised that the Math scores weren't higher but that looking back on conversations he was able to see some red flags that could have contributed to the scores. Blake reports on Leadership Day, 7th Grade, and Kindergarten Graduation. Shannon asks Blake to report on what went well this year next time.

Financial Report: Only 2 months left in the Fiscal Year and everything is looking good. This month's report compared to last month's report, overall our net income has increased by about \$95,000 dollars with a big chunk of that being our local revenue. We continue to see an increase of interest on our investments. Looking at what the Board approved on that line at the beginning of the year compared to the forecast right now and we're up about \$220,000. Overall we've seen good revenue. For overall expenses, we are doing better than we should be doing if you are looking at the even distribution. When the Board meets next month, there will be several changes on the Financial Summary as the Financial community goes through and true up some of the expenditures before the board final approval of the final budget. We're looking good and nothing is foreseen that would derail or cause issues to where we are right now. . Holly asks if it is possible to change the Enrollment table to better reflect the enrollment range however retracted

comment when Blake explained that the number that Holly thought was the max wasn't actually the max. Shannon notifies the Board that the Board will need to approve the budget for the next school year in the June Board meeting. Shannon requests that Board members review the budget when it comes in the Board packet and submit their question right away so that they can be addressed. Spencer reported on the Fraud Risk Assessment and explained how it helps schools understand its risk for potential fraud and to help put safeguards in place. Each month this will be looked at and then it will be reported on to the Board prior to the end of Fiscal year end. After approval, this report will be submitted to the State Auditor's website. Shannon expressed that she believed this is a good process to prevent issues. Shannon asked if Spencer was able to review her responses to the email that he sent to her. He confirmed that he did and that the response answered his questions. Casey commented that the CFO line was signed by Spencer Adams and asked if Kevin Peterson should have been the one to sign it. Spencer explained that it depends on how we want to do it but both are able to sign it. Shannon states that she would feel more comfortable if it was signed by Kevin as it would ensure that a board member looked at it. The board agreed that going forward that this form will be signed by the Board CFO however, Shannon will ascertain if Kevin is able to sign it before preventing this report being submitted. If Kevin isn't able to, then the Board will accept Spencer's signature on the form as it is currently.

Committee Reports:

- **Policies Committee** – Nothing to report. There will be in the future, just waiting on model policies and further instructions.
- **Finance Committee** – Several revisions made guided by where they see actuals going. Interest is up tremendously as Spencer reported.
- **Benefits Committee** – Nothing to report.
- **Curriculum Committee** – Nothing to report. Shannon thanks Lanessa's services to the committee. Casey asked about the Exit Interviews changes to address Curriculum institutional knowledge loss. Lanessa reported on the changes that are being made to prevent this loss. Shannon expresses that even if a previous teacher left materials/information for the next teacher, they won't always know how to use them so these measures will hopefully help to assist the new teacher as well.
- **Outreach Committee** – Holly shared the timeline for GWA Outreach projects and showed a powerpoint with the Board. She advises if the Board has questions outside of this discussion to contact a member of the Outreach committee. Holly expressed that this timeline is a rough draft and is likely to change depending on several factors. Fall of 2025 and Fall of 2026 are big focuses. Fall 2026 will be GWA's 20th anniversary celebration which they hope to use as a way to express that GWA is established and proven. Fall of 2025 possible American Principles Academy opening. We want to be proactive and not reactive to the new school opening. Summer 2023 will be looking at adding 14 pole flags to visually reinforce the culture of student leadership. Blake adds that the flag designs are rough drafts and will be taking these designs to the student body and staff to get input and advises input from board members is welcome. They will be updating the Lettering that will refresh and update outside of the building. This updating will include changing existing lights instead of backlighting the letters. They are also looking at adding a Digital Marquee to provide a more dynamic messaging. It will establish GWA as here to stay and will replace the existing marquee. The white piece represents the Washington memorial and lights up at night. Due to the new logo being currently under review the

Marquee would wait until the logo is finalized. Holly showed the current logo and invited the Board members to give input as they move forward on the designs. The location will move to the side of the property that borders 3000. The location is necessary due to the large power poles. Casey asked if the screen and logo will be visible on both sides of the Marquee which Holly confirmed. Blake reported on the differences on screen quality but it's the opinion currently to have the lower quality screen as per the type of content that will be displayed. Shannon asks how the committee is planning on paying for it. Blake reports that it would be out of the general budget. Outreach asks for any suggestions for the 20th Anniversary Celebration. Shannon suggests a Gala. Holly offers ideas that they have already considered including t-shirts, lanyards, stickers, etc. Shannons also suggested inviting alumni and founders. Amanda asks what the intention of this 20th anniversary celebration is. Holly explained as to why the committee is focusing on these changes including the 20th century. Amanda asked if we survey the parents that are leaving. Blake and Shannon affirmed that GWA does as parents are willing. Casey thanked Holly for her work that she put into her presentation and gave his suggestions on the celebrations.

- **Technology Committee** – Nothing to report.
- **LAND Trust Committee** – Nothing to report.
- **PTO Committee** – Amanda Mortensen, thanked for all the help from the Board in the family night. Received a lot of positive feedback from the parents/families. Estimated turnout was 900. Shannon asked if they are still needing any volunteers still for Field day. Amanda reports they are needing some more volunteers for the Field day and how we can sign up.
- **Board Development Committee** – Nothing to report. Next month we're going to a Conference. Couple from our school will be presenting.
- **Campus Management Committee** – Nothing to report. Blake reports that there will be a time that 3000 will be closed but they won't do that until we have another way to access the parking lot through the new construction. Current estimates are for August.

Discussion and/or Action Items:

- **Expenditures over \$5,000**
- **Black & White Mural Wall (Board Packet Pg. 16)** Holly Myers made a motion to accept the proposal for the additional wall mural not to exceed \$6,462.40. Amanda Mortenson seconded. Shannon asked where this mural would be going. Blake was able to describe its location to the board and confirmed that it would finish the existing mural. Casey asked why there wasn't a third quote. Blake explained that other vendors were not willing to work on a different vendor's previous work or charged significantly higher than the proposed vendor. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, and Shauna Mahoney.
- **Removal of Dumpster area for Relocation (Board Packet Pg. 19)** Casey Unrein made a motion to approve the removal of the Dumpster and accept the Sunroc quote in the amount of \$14,389.38. Holly seconded. Casey expounded on the financial committee work on choosing this quote. Shannon asked if the finishing of the cinder blocks and Blake said that it was included in the price. Holly asks if the gate will be reused but Blake explains that the gate will not be workable in the new location. Shannon asked if the new

location was big enough and Blake reported that the previous location was just too big. Blake reports that this will be done in June. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, and Shauna Mahoney. Blake also reports that our light poles will not get power until the street is finished on that side of the property.

- **Computer Replacement (Board Packet Pg. 25)** Holly Myers made a motion to accept the bid from Superior Technical Solutions in the amount of \$9, 446.90. Amanda Mortenson seconded the motion. Shannon notes that the funds for this will be coming from Land Trust funds. Casey asked about the increase by 2 computers instead of rolling over funds from the Land Trust. Blake explains that if we roll over too much then we'll get a red flag as it's supposed to be in the 1 to 2 % range. Holly explained how the computers were chosen. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, and Shauna Mahoney.
- **Policy 310 - Student Dress Code (Board Packet Pg. 31)** Amanda Mortenson made a motion to accept Policy 310 - Student Dress Code as outlined in the Board packet. Holly Myers seconded. Casey asked about the Uniform Drop-Off program. Amanda confirmed that the program is continuing with drop off days occurring next week and in June. She also explained how the program works and how the clothes are used. Shannon calls for a vote. Amanda Mortenson, Holly Myers, Casey Unrein, and Shauna Mahoney voted in favor. Shannon Greer voted against. The motion passed.
- **Audit Committee and Appointment Discussion (Board Packet Pg. 36)** Casey Unrein gave background on the Audit Committee need and utilization. Casey states that it should go to the policy committee for approval and Shannon agrees. Shannon asked for Casey's recommendations. Casey recommended that the Audit committee would not be from the financial committee. Holly asked what GWA current Audit committee. Shannon explains that it's currently the Financial committee. Shannon asks if there are any volunteers for the committee. Amanda asked how frequently does this committee meet. Casey clarified that it would be quarterly. Shauna reported that she would be willing to be on the committee. Shannon asks Casey what he thinks the next steps are. Casey reports that he needs to meet with the policy committee again one more time for the description of the committee. They will come back to the Board where 2 members will be appointed. Board agreed with the recommendation progression. No vote necessary for this and will vote on it in June. Casey will get additional information to the Board Clerk to be added to the documents for the June Board meeting.
- **Updated Mission Statement (Board Packet Pg. 42)** Amanda Mortenson made a motion to approve the updated Mission Statement as shown in the Board packet. Shauna Mahoney seconded the motion. Blake reported why the current Mission statement should be updated. He reported that the students and teachers were a part of updating the Mission statement and read what was developed from that process. Shannon asked how the teachers were given a voice. Blake explained the specific processes that they used. Holly asked if the Operational statement was going away. Blake reports that he thinks that there should just be one not two as we currently have. Holly states that a part of the purpose of the Mission statement is to explain who we are, what we do, and why we do it. Blake validates her point. Amanda asks how this would support where we want to take the school into the future. Holly and Shauna express the desire to have more time with it before making a decision. Casey feels that this needs move action in it. Casey expresses

that GWA is changing the world and the proposed statement doesn't feel like it expresses it. Casey expresses the desire that the Board have had a bigger role in this decision. Shannon explains the role of the Board on the Mission and how this proposal came to the Board didn't allow for the Board to be a part of this process. Blake proposes that this be discussed during the summer Board retreat and expresses the opinion that though this may not currently meet what the Board wants but that the mission statement does need to change. The board discussed where the current one came from and the thoughts that went into it. Shannon recommends that the Board should be given the opportunity to discuss items before items are brought before the Board. Board agreed to table this decision to allow for discussion in the Outreach committee and Board Retreat in July. Shannon suggests that the Board Retreat be focused on the back lot and this mission statement. Holly requests that the Board emails her feedback on the mission statement to assist the Outreach committee. Shannon asks the Board clerk to email a reminder to Board Members asking for feedback to be sent to Holly by next Friday. Holly expresses appreciation for having the students say the mission statement daily. Casey asked if changing the Mission statement would affect the Charter. Shannon confirmed and reports that the Board can change the charter. Blake stated we will need to anyway due to the other policy changes being made. Board will address changing the Charter in the Fall. Amanda Mortenson called to table this discussion/vote and Shauna Mahoney agreed.

- **Special Education Executive Level Secretary (Board Packet Pg 43)** Holly Myers made a motion to accept the proposal for the position of the Special Education Administrative Level Secretary to be compensated on a salary basis. Amanda Mortenson seconds. Holly asked how long these overtime hours had been occurring. Shannon answered how long ago we had been tracking this information.. Holly asked if we had the date prior to this point and Shannon explained that it wasn't being tracked prior. Holly asks if we have a way to forecast what the special education population will be. Blake explained that there isn't a way to predict that. Casey reported on concerns that were brought up by the financial committee which were that if this person is already working overtime how does this change address that and how will we ensure that this person isn't overworked. Shannon and Blake were able to address those concerns. This person will be able to have more flexibility in work schedule and that if work were to increase then we'd have the opportunity to hire another person hourly part-time. Holly asked what happens if our numbers drop down. Shannon and Blake that due to state averages it is not likely to happen but also explain what options GWA would have. The motion passed unanimously. All present voted in favor: Shannon Greer, Amanda Mortenson, Holly Myers, Casey Unrein, 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 June 22nd, 2023 at 7:30pm. Blake Clark will not be in attendance for the June Board Meeting.

Adjournment: The board adjourned at 9:54 p.m. Holly Myers motioned to adjourn. Motion carried.

Written by Deborah Odenwalder, Board Clerk