

George Washington Academy
Thursday, April 24, 2014
7:30 p.m.

Board Meeting Minutes

Location: 2277 S 3000 E St George, UT
Board Room, Portable Building

The Board work session convened at 7:00 p.m.

Work Session: Anna Bohannon discussed the Board Assessment module from the Governing Board Online Training Module

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

Board Members Present: Shannon Greer, President; Owen Olsen; Patrick Carroll, CFO; Tiffany Draper; Matt Hafen, Secretary; Adam Lofgran; and Brandon Russell. Kody Young, VP arrived at 7:45

Board Members Absent: None

Others Present: Don Fawson, Principal; Anya Yeager, Vice Principal; Thayne Smith; Steve Finley; Rachelle Crawford.

Board President Welcome: Shannon Greer, President

Roll Call: Shannon Greer, President

Prayer: Rachelle Crawford

Pledge of Allegiance: Matt Hafen

The Board appointed and swore in Brandon Russell as a new Board member to fill Steve Wattle's Board position.

Approval of Minutes: Patrick Carroll requested that we change "FSLA" to "FLSA" in the March 27, 2014 minutes. Owen Olsen motioned to accept the Minutes from the March 27, 2014 Board meeting as presented in the Board packet with the change recommended by Patrick Carroll. Patrick Carroll seconded the motion, which passed unanimously.

Public Opportunity to Address the Board: No public comments.

Tiffany Draper set the time for adjournment at 9:29 p.m.

Teacher Representative Report: Rachelle Crawford, Teacher Representative, reported on the 4th grade field trip to the Dinosaur Museum and reported that it went very well. She highlighted two teachers at the school who deserved special recognition.

Administration Report:

- Don Fawson reported that the school is setting up a technology evaluation for the school on May 1. They hope to have the process completed by the May Board meeting to present the technology needs of the school.
- Mr. Fawson reported that they are pursuing leads to provide school lunch next year since WCSD has voted to cut off school lunch next year.
- Anya Yeager reported the Jennifer McCorvey and Steve Erickson have been selected as the Assistant Directors for GWA next year. They are interviewing and hiring for next year – 3 teachers are not returning next year. Projections for next year are 1,039 students as of today.
- Enrollment Report and Employee hours reported vs. budgeted (overtime) – Anya Yeager reported that we are at 1,000 students, which is down 6 from last month due to a couple of families moving and having difficulty getting to the school. We have a total of 65.25 overtime hours.
- **Status of State Reports Due in April:**
 - Final deadline to submit Letter of Authorizations (for employees hired after November 15) (April 15) - Anya Yeager reported that this is complete.
 - Report on vision screenings of students, ages 3-8 (April 30) - Anya Yeager reported that this is complete.
 - Monthly report to school districts (required of new and expanding schools) (April 30) - Anya Yeager reported that this is complete.
 - DIBELS - Anya Yeager reported that this is underway.

Financial Report: Business Administrator

- Red Apple discussed the Financial Summary as of March 31, 2014 and Financial Detail Report as of March 31, 2014. Thayne Smith reported that we are a little behind schedule on revenues from the state and federal governments, but overall we are in good financial shape.
- **Status of State Reports Due in April:** Red Apple reported that the DWS wage report for prior quarter has been completed.

Committee Reports (3 min each):

- **Policies** – Anya Yeager, Chair, reported that the committee has prepared three new policies to vote on in the meeting.
- **Compensation-** Adam Lofgran, Chair, reported that they discussed a stipend for a reading specialist teacher and a stipend for a computer specialist. They also made some changes to the PTO Policy.
- **Finance** – Patrick Carroll, Chair, reported that the committee has been reviewing the budget for 2014-2015. The committee is also looking again at putting money aside at a higher interest rate than we are currently getting.
- **Investment** – Patrick Carroll reported that we have moved from John Hancock to UAPCS which has lowered costs.
- **Continuation** – Nothing to report.
- **Curriculum** – Shannon Greer reported that they are looking at the computers/keyboarding curriculum. Technology questions will be discussed at the next meeting.
- **Accreditation**– Nothing to report.
- **Charitable Giving** – Nothing to report.
- **Technology** – Don Fawson reported that Kent Schwagger will provide a list of the most common technology issues that teachers are having for the technology assessment.
- **Outreach** – Owen Olsen, Chair, reported that they have a new parent on the committee. The GWA App prototype is also complete and they have received a great response from advertisers.
- **LAND Trust** – Nothing to report.
- **Grant Writing** – Tiffany Draper, Chair, reported that this could be more effective as a responsibility for an individual rather than a committee.

- **PTO Committee** – Tiffany Draper, Chair, reported that Tia Ellison did well with the teacher/staff appreciation week and Steve Wattles did a great job with the Hershey Track Meet. Volunteer hours are at 14,201.1. Phil Loomis has been selected as the PTO Board member.
- **Board Development** - Anna Bohannon will stay on as the Board Development Chair.
- **Board Recruitment** – Shannon Greer, Chair, recognized that 2 potential Board candidates present at the meeting: Fabian Ortiz and Gwen Hurd.
- **Safety Committee** – Don Fawson reported on recent safety issues that schools have dealt with.

Additional Discussion and/or Action Items:

- Expenditures over \$3,000
 - Security Wall – The Board gave administration authorization to move forward with bidding on a security wall.
 - 6 Lunch Tables - \$5,015.94 – Don Fawson reported that with the increased number of students, we need more lunch tables at the school. GWA has done significant due diligence on the brand of table.
 - Kody Young motioned to approve the \$4,763.52 expenditure for the 6 lunch tables. Owen Olsen seconded the motion, which passed unanimously.
- Discuss UAPCS Conference – Shannon Greer announced that the conference is June 9-10 in Davis County. Kody Young, Shannon Greer, and Patrick Carroll are planning to attend.
- Agreement for the Use of School Facilities during an Emergency (WCSD) – Don Fawson reported that he will be taking on this project next month.
- Corrective Action Policy - Anya Yeager presented the policy.
 - Patrick Carroll motioned to approve the Corrective Action Policy as provided in the Board Packet. Kody Young seconded the motion. Patrick Carroll moved to change the word “principal” to “principle”, which was seconded by Kody Young and passed unanimously.
- Child Abuse and Neglect Policy – Anya Yeager presented the policy. Patrick Carroll pointed out that in 3.5, the reference to 3.4.1.4 needs to reference the correct Section 3.4. He also recommended that Section 3.5.2 be deleted in its entirety, and change Section 3.5.3 becomes 3.5.2. Under 4.3, replace “principal” with “Executive Director”
 - Patrick Carroll motioned to approve the Child Abuse and Neglect Policy as provided in the Board Packet with the changes set forth above. Tiffany Draper seconded the motion, which passed unanimously.
- Criminal Background Check and Employee Reporting of Arrests Policy – Matt Hafen presented the policy. Shannon Greer recommended that we strike the word “employee” from the title. Patrick Carroll recommended that we remove the word “significant” from section 2.1.2. Patrick Carroll asked who should pay for additional background checks that are requested by the school. The Board recommended that the committee bring this again in May with clarifications on these issues.
 - Kody Young motioned to table the Criminal Background Check and Employee Reporting of Arrests Policy. Patrick Carroll seconded the motion, which passed by all except Owen Olsen, who voted nay.
- Business Administrator – Shannon Greer reported that Red Apple has been selected to continue on as our Business Administrator.
- New Positions – Anya Yeager discussed the need for a Technology Specialist and Computer Lab Specialist. After talking with the Compensation Committee, Anya recommended that we pay \$15/hour to a full-time IT specialist, and continue to contract with John Siggard for additional help.
 - Adam Lofgran motioned to table the technology specialist position until after the technology review and to approve either of the following two options, at the discretion of the Executive Director: (1) the computer lab specialist stipend and 40 hours a week of lab aids at a non-credentialed rate, or (2) hiring a full-time computer lab aid that is credentialed. Tiffany Draper seconded the motion, which passed by all but Patrick Carroll, Kody Young, and Shannon Greer

voted against, Brandon Russell abstained, and Owen Olsen, Adam Lofgran, Matt Hafen, and Tiffany Draper voted for. The motion carried.

- PTO Policy Amendment
 - Patrick Carroll motioned to table the PTO Policy. Adam Lofgran seconded the motion, which passed unanimously.

Closed Session – pursuant to Utah Code 52-04-204, 205

- Shannon Greer motioned to move into a closed session to consider the purchase of real estate. Roll call vote: Tiffany – yes, Patrick – yes, Adam – yes, Shannon – yes, Owen – yes, Kody - yes, Matt – yes, Brandon - yes.
- The Board held a closed session.
- Patrick Carroll motioned to come out of closed session. Brandon Russell seconded the motion, which passed unanimously.

Kody Young presented the possibility of having H-Wire do an independent assessment of our technology needs. The Board gave direction to administration to go forward with the hiring H-Wire to help.

Next Meeting: The next regular Board meeting will be held on Thursday, May 15, 2014 at 7:30 p.m.

Adjournment

- Being no further business, Patrick Carroll motioned to adjourn. Tiffany Draper seconded the motion, which passed unanimously. The meeting adjourned at 11:30 p.m.

Respectfully submitted by Matt Hafen.

APPROVED AS AMENDED BY THE BOARD OF DIRECTORS ON MAY 22, 2014