

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, August 28, 2014
7:30 p.m.

Board Meeting Minutes

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

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

Work Session: Red Apple provided a training regarding the source of funds for George Washington Academy.

The Board meeting convened at 7:30 p.m. following the work session.

Board Members Present: Shannon Greer, President; Adam Lofgran; Kody Young, Vice-President; Patrick Carroll, CFO; Matt Hafen, Secretary; Brandon Russell; and Phil Loomis (until 9:12 p.m.).

Board Members Absent: None.

Others Present: Anya Yeager, Executive Director; Steve Erickson, Assistant Director; Glenda Raschke Business Manager; Rachelle Crawford; Thayne Smith; and Kent Schwagger.

Board President Welcome: Shannon Greer, President

Roll Call: Shannon Greer, President

Prayer: To be determined

Pledge of Allegiance: Phil Loomis

Approval of Minutes: Patrick Carroll motioned to approve the minutes from the July 23, 2014. Phil Loomis seconded the motion, which passed unanimously. Patrick Carroll motioned to approve the minutes from the August 7, 2014 Board meeting as provided in the Board packet, with the addition of an additional bid for a soils report. Kody Young seconded the motion, which passed unanimously.

Public Opportunity to Address the Board: Kent Schwagger stated that he is concerned about the carpool and safety issues related to the carpool and recommended that we use the vacant lot recently purchased by the school to help with carpool.

Phil Loomis set the time for adjournment at 9:10 p.m.

Teacher Representative Report: Rachelle Crawford reported that she and Jerri Moro will continue as the teacher representatives and will be switching off each month and will try to bring a different teacher with them each time. She reported that they are enjoying the new administration.

Administration Report:

- Anya Yeager presented the enrollment report and employee hours reported vs. budgeted (overtime). She reported that they had some overtime for the custodians and the front office manager in preparation for school getting started. She reported that we currently have 1,030 enrolled students and she would like to see a better waiting list for 4th grade and up.
- Anya Yeager reported that the transition to H-Wire is improving and it has been very helpful to have Russ in the school when they have technology issues.
- **Status of State Reports Due in August:**
 - Anya Yeager reported that the Year End Web Survey was completed.

Financial Report: Business Administrator

- Thayne Smith presented the Financial Summary as of July 31, 2014. He reported that everything is looking excellent so far.
- Thayne Smith presented the Financial Detail Report as of July 31, 2014. Patrick Carroll asked about the water bill, which was higher than it has ever been. Anya Yeager will follow up on this. Patrick Carroll asked about the technology services, which have had significant up-front costs to start up H-Wire.

Committee Reports (3 min each):

- **Policies** – Anya Yeager, Chair, reported that the committee met last week and reviewed the Attendance Policy and has some recommended changes, and is working on a FERPA policy for approval in a future meeting.
- **Compensation**- Adam Lofgran, Chair, reported that they met yesterday and discussed the long-term substitute pay, discussed modifying the wording to remove the word “consecutive”.
- **Finance** – Patrick Carroll, Chair, reported that they met last week and discussed the special education funding. They are looking for some creative ways for funding in the future. Patrick Carroll and Anya Yeager also met with someone to discuss options for refinancing bonds two years ahead of schedule.
- **Investment** – Patrick Carroll reported that they are still working on switching from John Hancock to the UAPCS plan. They are having some difficulty with this and they are following up to make this happen.
- **Continuation** – Shannon Greer, Chair, had nothing to report.
- **Curriculum** – Nothing to report.
- **Charitable Giving / Outreach** – Nothing to report.
- **Technology** - Steve Erickson, Chair, reported that Russ Ivey has been very busy taking care of technology issues. They have had several problems with projectors and starboards. One starboard has completely quit. The lunch program is working well right now.
- **LAND Trust** – They are looking for a new chair after this year.
- **Grant Writing** – Tiffany Draper has asked to be removed from the Grant Writing committee. Anya Yeager recommended that Amy Carroll be asked to chair the grant writing committee. The Board determined that this should be included in the Charitable Giving / Outreach committee.
- **PTO Committee** – Phil Loomis, Chair, reported that the PTO Committee met this month. He reported on the challenges with the fundraiser at the beginning of the year.
- **Board Development** – Shannon Greer reported on the upcoming Board trainings.
- **Board Recruitment** – Nothing to report.
- **Safety Committee** – Steve Erickson, Chair, discussed the carpool safety concerns. Kody Young recommended a subcommittee to address the issue. The Board determined that the committee needs to meet and address the issue immediately, and the local law enforcement needs to be approached again to have them enforce traffic rules. Steve Erickson reported that the safety wall is working well but there it causes a lot of echoing which they are working on. They had a successful fire drill, and they will be doing a lockdown drill in September. They will be having a safety week in September as well. Kody Young asked if they could look into a facilities inspection sheet and a schedule of how often they will do the inspection.

Additional Discussion and/or Action Items:

- Expenditures over \$3,000
 - Cleaning supplies for Waxie - \$4,425.81. Patrick Carroll motioned to pay the Waxie invoice for \$4,425.81. Patrick Carroll seconded the motion, which passed unanimously.
 - Annual licensing fee for School Admin: \$6,100. Patrick Carroll motioned to pay the proposed \$6,100 for School Admin. Kody Young seconded the motion, which passed unanimously.
- Brandon Russell presented a proposal for a COW Cart Upgrade. A year ago we bought 29 laptops, but the batteries don't last long enough to last through a test session and there are not enough outlets to plug them all in. The technology committee recommended that we upgrade the current hardware in the current computers. They do not have enough information at this point to propose Board action. Brandon Russell asked to table this item for this month.
- Brandon Russell presented a proposal for projector and Starboard replacement. The cost to replace a projector is \$1,100, and we have lost several of them. Starboards are approximately \$900. Much of this hardware was purchased several years ago. The committee is planning to try a proof of concept test to see if another technology would work better for the school. Brandon Russell motioned to approve the purchase of a proof of concept projector not to exceed \$2,000. Phil Loomis seconded the motion. The committee reported that they have several sources to purchase from. Patrick Carroll clarified that this would come out of the technology budget. The motion passed unanimously.
- Anya Yeager presented amendments to the Attendance Policy. She reported that it is supposed to be reviewed annually, and as she reviewed it there were some clerical revisions that needed to be made. The amendment also removed the provision that tardies of 5 minutes or less would only count as ½.
 - Patrick Carroll motioned to pass the amendment to the Attendance Policy as provided in the Board Packet. Kody Young seconded the motion, which passed unanimously.
- Adam Lofgran presented a proposal for payment of unused PTO days for Executive Director. There are 5 days at issue. The committee voted to pay out \$100/day for the 5 unused PTO days for the Executive Director as a one-time exception.
 - Adam Lofgran motioned to approve as a one-time exception a payment of \$100/day for 5 days of unused paid time off for the Executive Director. Phil Loomis seconded the motion. Patrick Carroll discussed his concern that this is a dangerous precedent to set and there is a reason the policy was set to encourage administration to take the vacation they need for work/life balance. Kody Young also addressed his concern that we need to follow the policy. Phil Loomis, Adam Lofgren, Matt Hafen, and Shannon Greer voted in favor. Patrick Carroll, Kody Young, and Brandon Russell voted against. Shannon Greer clarified that this exception would not be granted again.
- Phil Loomis was excused from the meeting.
- Anya Yeager presented a proposal for spending of excess Special Education funds. After looking at the long-term proposal, there was about \$18,000 in excess funds. After talking with the Special Ed director, the greatest need would be to hire a special education aid. The cost would be approximately \$11,000. The additional funds could be used for technology for Special Ed students, including computers, iPads, and printers.
 - Patrick Carroll motioned to give Administration the direction to hire a Special Ed aid. Kody Young seconded the motion, which passed unanimously.
 - Patrick Carroll motioned to approve additional Special Ed expenditures not to exceed \$4,345.61. Kody Young seconded the motion, which passed unanimously.
- Anya Yeager withdrew the proposal for retroactive long-term substitute pay for Heidi Fowler and Angie Poulton.
- Patrick Carroll presented a proposal for FSA Reimbursement. There are a small number of employees that have elected a health savings account. Patrick reported that we have a situation where any FSA unused funds will be transferred to GWA, and he feels it is fair to reimburse the funds back to the employees that paid into it.

- Patrick Carroll motioned to reimburse the employees with the funds transferred to GWA. Kody Young seconded the motion, which passed unanimously.

No closed session was held.

Next Meeting: The next regular Board meeting will be held on September 25, 2014.

Kody Young motioned to adjourn. Patrick Carroll seconded the motion, which passed unanimously. The meeting adjourned at 9:20.

Respectfully submitted by the Board Secretary, Matt Hafen

APPROVED BY THE BOARD OF DIRECTORS ON SEPTEMBER 25, 2014