

These Minutes are Pending Board Approval

Mission Statement: "ACADEMICS. LEADERSHIP. COMMUNITY."

George Washington Academy

Thursday, June 27, 2024

7:30 p.m.

Board Meeting Agenda

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

The meeting will also be available through Zoom. Anyone interested in participating via Zoom conferencing can email Shannon Greer at sgreer@gwacademy.org for call-in information.

The UAPCS Recap Training will be held at 7:00 p.m. prior to the Board Meeting.

The Board meeting will convene at 7:30 p.m.

Board Welcome: Kevin Peterson, CFO

Roll Call: Kevin Peterson, CFO

Prayer: Josh Serrano

Pledge of Allegiance: Shauna Mahoney

Board Members Present: Amanda Mortenson, Kevin Peterson, Casey Unrein, Brady Pearce, Laura Pressley, Laura Snelson, Blake Clark, Shauna Mahoney, and Shannon Greer via Zoom.

Board Members Not Present: None

Others Present: Deborah Odenwalder, Chance Manzanares, Shelbi Kelly, Josh Serrano, Hannah Gillespie, Alexis Toia, Debbie Kauvaka, Reanna Odenwalder, Thomas Odenwalder, Carly Reber, and Austin Reber.

Approval of Minutes: Amanda motioned to approve the May 16, 2024, Board Meeting minutes as outlined in the board packet. Casey seconded the motion, The motion passed unanimously. All present voted in favor: Kevin Peterson, Amanda Mortenson, Casey Unrein, Laura Pressley, Brady Pearce, Laura Snelson, Shannon Greer, and Shauna Mahoney.

Public Opportunity to Address the Board: None

Set time for adjournment Blake Clark set the time for adjournment at 8:07.

Teacher Reports: The two new teacher representatives introduced themselves and talked about a takeaway from the conference they went to in Las Vegas. Lexie Toia is a 5th-grade teacher her takeaway from the conference was to not have an emphasis on teaching but on children's learning. She is looking forward to having the school implement this mindset. Hannah teaches kindergarten and felt the conference was affirming to go and see they were already doing a lot of things right and how they can continue to get better. Second, learning more about the acronyms and learning how to make their meetings more precise while they are looking at data.

Administration Report: Blake reported that he was able to complete all of the many reports that were due this month. He was very happy with how the pilot program went with Mathnasium during the school year, he will request the same data for the summer program. Blake reported that the enrollment numbers are currently at 1,066 but that it will likely go down to 1,010 once school starts as people forget to let us know they've moved or are going to a different school. Blake talked about the survey results from the conference that the teachers attended. It was a lot of money spent for a 2-day event, but well worth the money. Casey asked if the 39 respondents were the only ones to attend, and Blake confirmed there were 10 more. Kevin asked about the total number of participants in the summer Mathnasium program. There were roughly 20 participants. Shannon confirmed that it was a flat fee that was paid for the program. Kevin brought up the fact this year it was sprung on the parents and that next year will be different. Blake said that they can start advertising for it after spring break next year so that parents can schedule it into their summer plans. Parents have been grateful but wish they could have known sooner. Amanda asked about Talk Space. They were supposed to come at the end of the school year to present to the faculty but Abby got Covid. She is rescheduling to come in August. She has provided marketing videos that they will start pushing out in the next few weeks. They will be prepared and the app will be downloaded so they can just get started in August. Casey brought up the structure of the admin report, he doesn't see the overtime on it anymore. Kevin thought it was something good to keep in. Blake said it was inadvertently left out and that he would make sure it was there in the future. Casey asked about an education evaluation. Blake said that everyone with a teacher's license in the state of Utah needs to be evaluated annually. They do the evaluation and turn the scores into the state. Teachers' scales are 0, 1, 2, or 3. Charter schools don't need to abide by the same Utah effective teaching standards but they have chosen to do it. Blake, Steve, Chance, Christine, and Debbie will be going to a training to learn how to evaluate based on the new standards that just came out. Shannon asked when the faculty would be back for training for a board member to attend. Blake confirmed that it will be August 2, 2024, at 9 a.m. Laura S. asked about data on which skills students are mastering with Mathnasium. Blake talked about how each child receives individualized plans and work that each kid does. Kevin clarified that if a portion talks about 60% being deficient in a particular skill set then we could understand that there is a gap in that percentage of our students. Mathnasium gave us data that showed that numerical fluency is where our students struggled the most. Kevin asked what does numerical fluency mean. Casey found the definition from Mathnasium to say "having the mathematical understanding to find the most efficient way to express then solving a problem, even addition can be approached in a multitude of ways." Blake talked about how he and Christine and 17 other teachers are working to build an instructional framework that goes over how adults were taught is different from how kids are being taught. Parents come in regularly trying to understand how their kids are being taught. They are working to help parents

understand why there is a change in math. Blake loves that parents come in to talk about it and are problem-solving and now they hope to be able to better answer their questions.

Financial Report: Spencer started by saying this is the end of the fiscal year, the report is as of the end of May, it gives us an idea of where we are going to end up. As a finance committee, they went through and trimmed up the forecast and made some adjustments that are a bit different from last month. They wanted to make sure they were staying conservative. Even with those trimmings, there is a good cushion. Spencer said our ratios are looking great. Once the audit comes in we'll see these ratios increase quite a bit. Outside of that not a lot to report. Spencer also wanted to mention that later in the agenda we will approve two budgets. This current year will also include the land purchase which is on the summary. It's not on the detail sheet because it's being pulled from reserves. For next year there was a good overall increase from the legislative session. There was a 5% increase in the WPU. He said that a few of the major line items in state revenue, mainly regular school programs \$192 per student. Between those two that's the vast majority of what is received annually. A lot of the blue lines are more competitive grants, we didn't know if we were going to receive them, but we will more than likely get some of those. Again we just wanted to be cautious and not budget for something we didn't know for sure. The last point to make is the interest on investments, not knowing that rates will do, we opted to be more conservative. It dropped by nearly \$150,000 from what we were anticipating for this year, but again we just wanted to be conservative, Kevin asked Spencer to take a moment to explain the SPED funds. The state sent out 3 years ago, they wanted schools to spend down and carryover amounts. The balances were getting bigger and bigger. They encouraged schools to utilize the funds. It's an unearned revenue on our balance sheet. They have been working with the state trying to determine the timing and if we can wait to see how this year's spending will impact it. They said yes we can wait and see how much we will be spending for SPED. They have a meeting with the state next week. The amount we will need to send back should be less than what we anticipated. Casey asked if one of the budgets included the SPED 35%. Spencer said it doesn't impact the operating budget, we will see it impact the APR. We will see less revenue in SPED because we were able to transfer the 35% into unrestricted funds.

Committee Reports

- **Policies Committee** – Blake Clark and Debbie Kauvaka met to review policies that need to be changed, tweaked, or are good based on the new legislation. There is a lot to do and a lot of new committee members
- **Finance Committee** – Kevin Peterson we have two budgets to approve.
- **Audit Committee** - Casey Unrein will be following up with Spencer as the actual external auditor.
- **Benefits Committee** – Nothing to report.
- **Curriculum Committee** – Nothing to report.
- **Outreach Committee** – Nothing to report.
- **Technology Committee** - Nothing to report.
- **LAND Trust Committee** – Nothing to report.
- **PTO Committee** – Amanda Mortenson confirmed that the new PTO members have been trained.

- **Board Development Committee** – Shannon Greer, the board retreat is scheduled for July 18, 2024, from 4-9 at the Marriott Hotel. By way of training, all new board members have completed their onboarding.
- **Campus Management Committee** – Nothing to report.

Discussion and/or Action Items:

- **Expenditures over \$5,000**
- **Lexia Core5 Reading** - Shannon made a motion to approve the Lexia Core5 Reading in the amount of \$26,200 for 2 years. Casey seconded the motion. Deborah asked why we are doing 2 years instead of 3 when there is more savings. Casey explained that with the interest rates, they will actually be saving money. Blake talked about new software and standards and how things are constantly changing, 2 years was long enough. All present voted in favor: Kevin Peterson, Amanda Mortenson, Casey Unrein, Laura Pressley, Brady Pearce, Laura Snelson, Shannon Greer, and Shauna Mahoney.
- **2024/25 Powerschool Annual Renewal** - Casey made a motion to approve the Powerschool Annual Renewal for the two different services in the amount of \$11,433.04 and \$10,832.40. Amanda seconded the motion. All present voted in favor: Kevin Peterson, Amanda Mortenson, Casey Unrein, Laura Pressley, Brady Pearce, Laura Snelson, Shannon Greer, and Shauna Mahoney.
- **FY24 Final Budget**- Shannon made a motion to approve the 2024 Final Budget. Casey seconded the motion. All present voted in favor: Kevin Peterson, Amanda Mortenson, Casey Unrein, Laura Pressley, Brady Pearce, Laura Snelson, Shannon Greer, and Shauna Mahoney.
- **FY25 Proposed Final Budget**- Amanda motioned to approve the 2025 Proposed Final Budget. Shauna seconded the motion. Casey asked for clarification that food services and SPED were approximate numbers. Spencer clarified the actual numbers may be different which we will know once the audit is complete. All present voted in favor: Kevin Peterson, Amanda Mortenson, Casey Unrein, Laura Pressley, Brady Pearce, Laura Snelson, Shannon Greer, and Shauna Mahoney.
- **2024/25 GWA Early Learning Plan**- Shannon made a motion to accept the 2024/2025 Early Learning Plan. Amanda seconded the motion. All present voted in favor: Kevin Peterson, Amanda Mortenson, Casey Unrein, Laura Pressley, Brady Pearce, Laura Snelson, Shannon Greer, and Shauna Mahoney.
- **GWA Board Audit Committee Members Update and Approval** Brady made a motion to approve Board Audit Committee Members Update. Laura S. seconded the motion Kevin made a clarification that the committee members would be Casey, Kevin, and Shuana. All present voted in favor: Kevin Peterson, Amanda Mortenson, Casey Unrein, Laura Pressley, Brady Pearce, Laura Snelson, Shannon Greer, and Shauna Mahoney.

New Board Member Oath of Office Deborah Odenwalder and Austin Reer took the Oath of Office and became members of the GWA Board.

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 July 18 at 4:00 pm.

Adjournment: Shannon motioned to adjourn the meeting. The board adjourned at 8:14.

Written by Shelbi Kelly, Board Clerk

DRAFT



Financial Summary

as of June 30, 2024

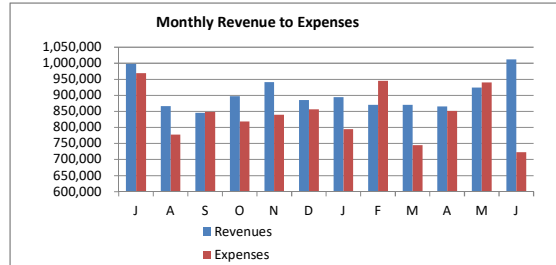
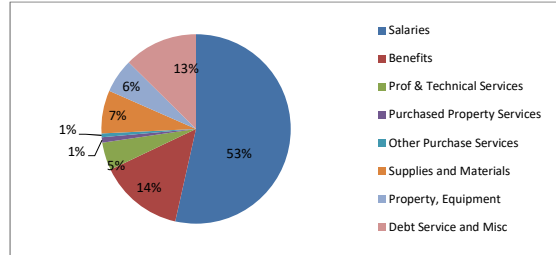
BUDGET REPORT EXPENSES RATIOS

100% through the Year

Green - more than 5% ahead of forecast
 Yellow - within 5% of forecast
 Red - more than 5% behind forecast

Enrollment		1000	996	
Revenue				
1000 Local	\$ 693,921	\$ 412,758	\$ 692,993	100%
3000 State	\$ 9,901,299	\$ 9,559,025	\$ 9,920,709	100%
4000 Federal	\$ 278,725	\$ 426,905	\$ 437,955	64%
Total Revenue	\$ 10,873,945	\$ 10,398,688	\$ 11,051,657	98%
Expenses				
100 Salaries	\$ 5,520,302	\$ 5,555,364	\$ 5,660,912	98%
200 Benefits	\$ 1,367,252	\$ 1,512,700	\$ 1,524,700	90%
300 Prof & Technical Services	\$ 456,385	\$ 448,910	\$ 499,991	91%
400 Purchased Property Services	\$ 80,049	\$ 91,280	\$ 95,080	84%
500 Other Purchase Services	\$ 67,616	\$ 68,924	\$ 71,924	94%
600 Supplies and Materials	\$ 695,320	\$ 696,952	\$ 771,056	90%
700 Property, Equipment	\$ 572,409	\$ 433,081	\$ 619,558	92%
800 Debt Service and Misc	\$ 1,351,932	\$ 1,333,313	\$ 1,333,313	101%
Total Expenses	\$ 10,111,265	\$ 10,140,524	\$ 10,576,534	96%
Net Income from Operations	\$ 762,680	\$ 258,164	\$ 475,123	161%

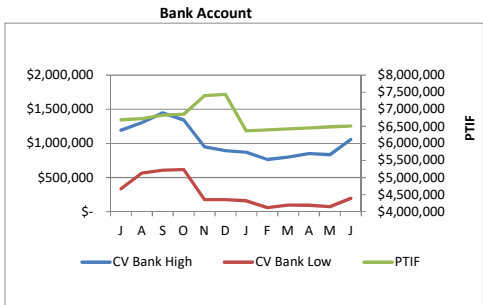
Operating Margin 7.0% 2.5% 4.3%



	Actual	Goal	Covenant	Prior Mth Change
Operating Margin	4.30%	5%		0.00%
Debt Service Coverage	1.37	1.25	1.05	0.00
Days Cash on Hand	261	130	30	8
Building Payment %	12.1%	< 22%		0.0%
Unrestricted NI	\$ 437,418	\$250,000		\$ (0)
Maintenance of Effort	\$ -	\$552		\$ -

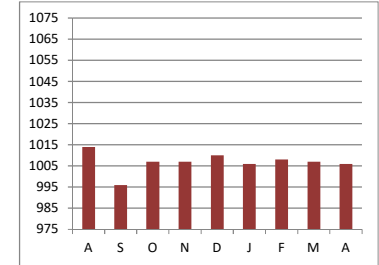
CASH RESERVES ENROLLMENT

Month Ending Cash Balance	\$ 7,572,331	Includes \$6,512,128 PTIF
Days Cash on Hand	261	



	Actual Ytd	Forecast
Last Year Reserve Balance	\$ 6,373,107	\$ 6,373,107
Reserves Added this Year	\$ 762,680	\$ 437,418
Land Purchase	\$ (1,186,138)	\$ (1,186,138)
New Reserve Balance	\$ 5,949,649	\$ 5,624,387

	A	S	O	N	D	J	F	M	A
K	134	135	138	138	137	137	136	136	136
1	136	133	135	136	135	133	134	133	133
2	135	131	131	131	134	133	135	135	135
3	137	135	137	137	138	139	138	138	138
4	135	130	131	132	131	131	132	132	132
5	125	121	119	119	119	119	120	120	120
6	115	115	120	120	120	120	120	120	119
7	97	96	96	94	96	94	93	93	93
Total	1014	996	1007	1007	1010	1006	1008	1007	1006
	WPU	914.62							



Budget Detail Report

Actuals as of: **June 30, 2024**

Percentage of Year: **100%**



	(1005 Students) FY23 Actuals	Current Yr Actuals	(1000 Students) Approved Budget	996 Changes	996 Forecast	% of Forecast	% Change From Prior Mth
Revenue							
1000 Revenue From Local Sources							
1510 Interest	\$ 254,766	\$ 448,400	\$ 163,000	\$ 286,500	\$ 449,500	99.8%	8.3%
1600 Food Services	\$ 223,939	\$ 219,817	\$ 230,000	\$ (15,000)	\$ 215,000	102.2%	4.3%
1741 Student Activities and Fees	\$ 1,953	\$ 125	\$ 2,000	\$ (1,700)	\$ 300	41.7%	0.0%
1741 Textbook and Library Fees	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
1920 Donations	\$ 14,767	\$ 14,116	\$ 4,000	\$ 10,106	\$ 14,106	100.1%	0.0%
1920 GWA Gives Back	\$ 1,289	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
1920 Staff Lounge	\$ 2,359	\$ 2,681	\$ 3,000	\$ -	\$ 3,000	89.4%	0.0%
1920 Dixie Direct Fundraiser	\$ 8,480	\$ 7,175	\$ 8,558	\$ -	\$ 8,558	83.8%	0.0%
1930 Sales of Assets	\$ 14,895	\$ 78	\$ 1,000	\$ -	\$ 1,000	7.8%	0.0%
1990 Background Checks	\$ 1,230	\$ 1,529	\$ 1,200	\$ 329	\$ 1,529	100.0%	0.0%
1990 Miscellaneous Income	\$ 6,274	\$ -	\$ -	\$ -	\$ -	0.0%	-100.0%
Total 1000:	\$ 529,952	\$ 693,921	\$ 412,758	\$ 280,235	\$ 692,993	100.1%	6.6%
3000 Revenue From State Sources MSP							
30-3005 Regular School Program K	\$ 291,444	\$ 479,589	\$ 480,215	\$ (626)	\$ 479,589	100.0%	9.1%
30-3010 Regular School Program 1-12	\$ 3,164,957	\$ 3,326,359	\$ 3,327,805	\$ (1,446)	\$ 3,326,359	100.0%	9.1%
30-3020 Professional Staff	\$ 219,093	\$ 239,285	\$ 259,100	\$ (19,815)	\$ 239,285	100.0%	8.6%
31-1205 Sped Educ Reg Add-On WPLUS	\$ 451,736	\$ 538,986	\$ 451,736	\$ 87,250	\$ 538,986	100.0%	9.1%
31-1210 Sped Educ Reg Self Contained	\$ 40,335	\$ 33,883	\$ 40,335	\$ (6,452)	\$ 33,883	100.0%	9.1%
31-1220 Sped Educ Extended Year Program	\$ 3,721	\$ 3,926	\$ 3,721	\$ 204	\$ 3,925	100.0%	9.1%
31-1225 Sped Educ State Programs	\$ 7,355	\$ 8,355	\$ 7,355	\$ 1,000	\$ 8,355	100.0%	9.1%
31-1278 Sped Educ Stipends Extended Year	\$ 672	\$ 3,024	\$ 672	\$ 2,352	\$ 3,024	100.0%	0.0%
31-5201 Class Size Reduction K-8	\$ 373,915	\$ 392,873	\$ 388,096	\$ 4,777	\$ 392,873	100.0%	9.1%
31-5344 Enhancement for At-Risk Student	\$ 91,935	\$ 124,890	\$ 121,647	\$ 3,243	\$ 124,890	100.0%	9.1%
31-5901 Career and Tech Ed Dist. Add-On	\$ 6,087	\$ 6,230	\$ 6,057	\$ 173	\$ 6,230	100.0%	9.1%
31-5903 CTE Comprehensive Counseling	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ 20,000	100.0%	9.1%
32-0500 Charter School Admin.-Costs Base Funding	\$ 94,613	\$ 114,540	\$ 115,000	\$ (460)	\$ 114,540	100.0%	9.1%
32-5310 Flexible Allocation	\$ -	\$ 2,279	\$ -	\$ 2,279	\$ 2,279	100.0%	9.1%
32-5619 Charter School Local Replacement	\$ 2,958,636	\$ 3,111,614	\$ 3,074,000	\$ 37,614	\$ 3,111,614	100.0%	9.1%
32-5651 Educator Professional Time	\$ 86,875	\$ 89,531	\$ 86,875	\$ 2,656	\$ 89,531	100.0%	0.0%
32-5653 Public Ed Capital & Technology	\$ 128,603	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
33-5641 Early Intervention - OEK	\$ 150,000	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
33-5805 Early Literacy	\$ 31,910	\$ 42,822	\$ 31,751	\$ 11,071	\$ 42,822	100.0%	9.1%
34-5642 Elementary School Counselor Grant	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	100.0%	0.0%
34-5807 Teacher Salary Supplement Program	\$ 5,356	\$ 3,770	\$ -	\$ 3,770	\$ 3,770	100.0%	0.0%
34-5868 Teacher Supplies and Materials	\$ 7,372	\$ 7,610	\$ 7,335	\$ 275	\$ 7,610	100.0%	0.0%
34-5876 Educator Salary Adjustment	\$ 260,792	\$ 564,864	\$ 509,000	\$ 55,864	\$ 564,864	100.0%	9.1%
34-5911 ELL Software	\$ 4,226	\$ 2,787	\$ 2,787	\$ -	\$ 2,787	100.0%	0.0%
35-5420 School Land Trust Program	\$ 137,330	\$ 145,119	\$ 144,463	\$ 656	\$ 145,119	100.0%	0.0%
35-5655 Digital Teaching & Learning	\$ 60,837	\$ 58,794	\$ 29,000	\$ 29,794	\$ 58,794	100.0%	0.0%
35-5666 Professional Learning Grant	\$ 9,033	\$ 8,989	\$ 8,907	\$ 82	\$ 8,989	100.0%	9.1%
35-5678 TSSA	\$ 197,799	\$ 231,049	\$ 231,049	\$ -	\$ 231,049	100.0%	9.1%
35-5679 School Based Mental Health Grant	\$ 55,474	\$ 55,060	\$ 55,749	\$ (689)	\$ 55,060	100.0%	0.0%
35-5810 Library Books & Elective Resources	\$ 1,067	\$ -	\$ 1,062	\$ (1,062)	\$ -	0.0%	0.0%
35-5882 Beverly Taylor Sorenson Grant	\$ 28,616	\$ 47,540	\$ 30,333	\$ 17,207	\$ 47,540	100.0%	9.1%
Library ARPA Physical Collection Grant	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Children & Teen Enhancement Grant	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
38-5654 Period Products in Schools	\$ 2,244	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
38-5673 Substance Prevention	\$ 4,000	\$ 4,000	\$ 3,980	\$ 20	\$ 4,000	100.0%	0.0%
38-5674 Elementary Suicide Prevention	\$ 1,000	\$ 1,000	\$ 995	\$ 5	\$ 1,000	100.0%	0.0%
38-5697 LETRS Professional Development Grant	\$ 48,637	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
38-5914 School Safety Specialist	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	100.0%	0.0%
38-5914 School Safety Grant	\$ -	\$ 32,694	\$ -	\$ 56,942	\$ 56,942	57.4%	0.0%
38-8070 School Lunch (Liquor Tax)	\$ 88,363	\$ 146,837	\$ 90,000	\$ 52,000	\$ 142,000	103.4%	10.7%
Total 3000:	\$ 9,084,033	\$ 9,901,299	\$ 9,559,025	\$ 361,684	\$ 9,920,709	99.8%	10.1%
4000 Revenue From Federal Sources							
42-7210 ESSER CARES	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
42-7215 ESSER II CARES	\$ 51,797	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
42-7220 GEERS	\$ 27,544	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
42-7225 ESSER III ARP	\$ 63,065	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
45-7280 Corona Relief Grant	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
45-7522 IDEA Pre-School	\$ 2,328	\$ -	\$ 2,328	\$ 175	\$ 2,503	0.0%	0.0%
45-7524 IDEA Flow-Through	\$ 138,864	\$ -	\$ 139,374	\$ 13,873	\$ 153,247	0.0%	0.0%
45-8075 National School Lunch Program	\$ 94,514	\$ 63,300	\$ 80,000	\$ (11,197)	\$ 68,803	92.0%	9.8%
45-8075 Free & Reduced Reimbursement	\$ 111,907	\$ 131,759	\$ 115,000	\$ 12,924	\$ 127,924	103.0%	10.9%
45-8075 School Breakfast Program	\$ 34,053	\$ 29,548	\$ 35,000	\$ (3,640)	\$ 31,360	94.2%	10.6%
45-8080 Pandemic EBT	\$ -	\$ 653	\$ -	\$ 653	\$ 653	100.0%	0.0%
47-7290 CARES UEN WiFi	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
48-7801 Federal Title I A	\$ 42,905	\$ 43,465	\$ 47,055	\$ (3,590)	\$ 43,465	100.0%	0.0%
48-7860 Federal NCLB Title II A	\$ 8,148	\$ -	\$ 8,148	\$ (8,148)	\$ -	0.0%	0.0%
48-7860 Federal Title IV Repurposed to Title I	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	100.0%	0.0%
Total 4000:	\$ 575,125	\$ 278,725	\$ 426,905	\$ 11,050	\$ 437,955	63.6%	30.4%
Total Revenue:	\$ 10,189,110	\$ 10,873,945	\$ 10,398,688	\$ 652,969	\$ 11,051,657	98.4%	10.3%



(1005 Students)

Current Yr
Actuals

(1000 Students)

Approved
Budget

996

Changes

Forecast

% of Forecast

% Change From
Prior Mth

Expenses

	FY23 Actuals	Current Yr Actuals	Approved Budget	Changes	Forecast	% of Forecast	% Change From Prior Mth
100 Salaries							
121 Administration	\$ 398,820	\$ 508,973	\$ 504,916	\$ -	\$ 504,916	100.8%	9.1%
131 Teachers	\$ 2,761,514	\$ 2,913,517	\$ 2,962,835	\$ -	\$ 2,962,835	98.3%	9.1%
131 Special Education Salaries	\$ 228,902	\$ 288,649	\$ 300,208	\$ -	\$ 300,208	96.1%	8.8%
132 Substitute Teachers (PTO Stipend)	\$ 17,677	\$ 16,249	\$ 30,000	\$ -	\$ 30,000	54.2%	12209.8%
132 SpEd Substitutes	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	0.0%	0.0%
131 Stipends / Merit Pay	\$ 118,561	\$ 131,889	\$ 88,020	\$ 41,980	\$ 130,000	101.5%	1.4%
131 Summer Professional Development	\$ 12,000	\$ 7,000	\$ 60,000	\$ (55,000)	\$ 5,000	140.0%	0.0%
131 Educator Professional Time Stipend	\$ -	\$ 21,000	\$ -	\$ 33,500	\$ 33,500	62.7%	0.0%
131 Mental Health Stipend	\$ -	\$ 33,334	\$ -	\$ 40,000	\$ 40,000	83.3%	5.3%
131 LETRS Training Stipend	\$ 72,500	\$ 50,000	\$ 72,500	\$ (22,500)	\$ 50,000	100.0%	0.0%
131 LAND TRUST - Stipends	\$ 750	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
131 Special Education Stipends (After School)	\$ 4,100	\$ 1,550	\$ -	\$ 1,568	\$ 1,568	98.9%	0.0%
131 ESSER II - Stipends	\$ 11,125	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
131 ESSER III - After School Stipends	\$ 55,904	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
142 Counselor	\$ 176,182	\$ 230,641	\$ 235,501	\$ -	\$ 235,501	97.9%	9.3%
143 School Nurse	\$ 4,053	\$ 6,182	\$ 9,584	\$ -	\$ 9,584	64.5%	5.2%
145 Librarian / Literacy Aide	\$ 15,410	\$ 21,374	\$ 20,796	\$ -	\$ 20,796	102.8%	3.5%
152 Secretaries	\$ 123,082	\$ 138,058	\$ 133,065	\$ -	\$ 133,065	103.8%	5.6%
161 Teacher Aides, Reading Specialists & Subs	\$ 400,441	\$ 487,252	\$ 440,616	\$ 66,000	\$ 506,616	96.2%	3.4%
161 LAND TRUST - K Aide/Student Support Para	\$ 37,037	\$ 19,575	\$ 34,000	\$ -	\$ 34,000	57.6%	2.2%
161 SpEd Aides & Speech Therapist	\$ 144,231	\$ 190,806	\$ 171,383	\$ -	\$ 171,383	111.3%	3.3%
162 Computer Aides	\$ 20,417	\$ 22,777	\$ 22,947	\$ -	\$ 22,947	99.3%	3.2%
182 Custodial & Maintenance	\$ 87,723	\$ 113,051	\$ 111,764	\$ -	\$ 111,764	101.2%	8.2%
191 Lunch Room Aide	\$ 237,130	\$ 318,425	\$ 352,229	\$ -	\$ 352,229	90.4%	4.8%
Total 100:	\$ 4,927,559	\$ 5,520,302	\$ 5,555,364	\$ 105,548	\$ 5,660,912	97.5%	8.5%
200 Employee Benefits							
220 Social Security	\$ 332,071	\$ 366,021	\$ 405,174	\$ -	\$ 405,174	90.3%	9.1%
220 LAND TRUST - BENEFITS	\$ 2,891	\$ 2,601	\$ 2,601	\$ -	\$ 2,601	100.0%	-37.0%
220 SpEd Social Security	\$ 22,541	\$ 33,737	\$ 36,459	\$ -	\$ 36,459	92.5%	7.0%
230 Retirement	\$ 213,702	\$ 250,392	\$ 313,975	\$ -	\$ 313,975	79.7%	8.9%
240 Group Insurance	\$ 652,212	\$ 647,182	\$ 697,840	\$ -	\$ 697,840	92.7%	7.5%
240 Mental Health	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
240 Deductible Stipend	\$ 30,430	\$ 37,516	\$ 23,000	\$ 12,000	\$ 35,000	107.2%	3.9%
270 Worker's Compensation Fund	\$ 18,867	\$ 17,075	\$ 20,412	\$ -	\$ 20,412	83.7%	0.0%
280 Unemployment Insurance	\$ 11,384	\$ 12,728	\$ 13,238	\$ -	\$ 13,238	96.1%	46.1%
Total 200:	\$ 1,284,098	\$ 1,367,252	\$ 1,512,700	\$ 12,000	\$ 1,524,700	89.7%	8.1%
300 Purchased Professional & Technical							
320 Special Education Contractors	\$ 120,248	\$ 134,028	\$ 135,000	\$ -	\$ 135,000	99.3%	6.5%
320 Counseling Services - (FY20 LCSW-Mental Health)	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
320 Math Center Contract	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
320 School Resource Officer	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
330 Employee Training & Development	\$ 4,768	\$ 17,356	\$ 9,000	\$ 40,000	\$ 49,000	35.4%	25.3%
330 TSSA - Training & Development	\$ 27,200	\$ 30,000	\$ 30,000	\$ -	\$ 30,000	100.0%	0.0%
330 LAND TRUST - Training & Development	\$ 2,050	\$ 21,932	\$ 24,000	\$ -	\$ 24,000	91.4%	0.0%
330 SpEd Training & Development	\$ 6,000	\$ 2,970	\$ 6,000	\$ -	\$ 6,000	49.5%	0.0%
330 LETRS Professional Learning Grant PD	\$ 46,401	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
330 SEDC Services	\$ 2,583	\$ 3,861	\$ 3,891	\$ -	\$ 3,891	99.2%	0.0%
340 Audit	\$ 22,134	\$ 15,912	\$ 14,134	\$ 1,778	\$ 15,912	100.0%	0.0%
345 Business Manager Services	\$ 78,336	\$ 79,908	\$ 79,908	\$ -	\$ 79,908	100.0%	9.1%
349 Legal Services	\$ 4,568	\$ 465	\$ 8,000	\$ (7,000)	\$ 1,000	46.5%	0.0%
350 Technical Services (IT)	\$ 96,419	\$ 101,974	\$ 102,000	\$ -	\$ 102,000	100.0%	8.8%
580 Admin & Teacher Travel (Meals)	\$ 9,965	\$ 19,057	\$ 7,000	\$ 15,000	\$ 22,000	86.6%	74.4%
580 TSSA - Travel	\$ 20,431	\$ 20,228	\$ 20,280	\$ -	\$ 20,280	99.7%	48.0%
580 LAND TRUST - Travel	\$ 13,068	\$ 3,797	\$ 6,000	\$ -	\$ 6,000	63.3%	0.0%
580 SpEd - Travel	\$ 5,625	\$ 1,511	\$ 3,697	\$ (2,197)	\$ 1,500	100.7%	72.7%
580 SpEd Contracted Employee Travel	\$ -	\$ 3,386	\$ -	\$ 3,500	\$ 3,500	96.7%	0.0%
Total 300:	\$ 459,796	\$ 456,385	\$ 448,910	\$ 51,081	\$ 499,991	91.3%	10.1%
400 Purchased Property Services							
411 Water/Sewage	\$ 9,628	\$ 9,360	\$ 12,000	\$ -	\$ 12,000	78.0%	8.7%
411 Water Rights	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
412 Disposal Services	\$ 14,246	\$ 17,063	\$ 15,480	\$ 2,020	\$ 17,500	97.5%	6.4%
420 Cleaning Services	\$ 5,313	\$ 5,880	\$ 5,800	\$ 80	\$ 5,880	100.0%	0.0%
431 Lawn Care Services	\$ 11,800	\$ 12,430	\$ 12,000	\$ 1,700	\$ 13,700	90.7%	8.0%
431 Non-Technology Repairs & Maintenance	\$ 35,423	\$ 28,245	\$ 33,000	\$ -	\$ 33,000	85.6%	13.5%
432 Copy Machine Servicing	\$ 5,629	\$ 7,071	\$ 13,000	\$ -	\$ 13,000	54.4%	0.0%
Total 400:	\$ 82,039	\$ 80,049	\$ 91,280	\$ 56,184	\$ 95,080	84.2%	8.2%
500 Other Purchased Services							
518 Field Trips / Bus Rental	\$ 170	\$ 2,734	\$ 3,000	\$ -	\$ 3,000	91.1%	0.0%
522 Property & Liability Insurance	\$ 45,243	\$ 47,784	\$ 48,924	\$ -	\$ 48,924	97.7%	9.9%
530 Telephone	\$ 11,670	\$ 10,856	\$ 11,000	\$ -	\$ 11,000	98.7%	0.9%
540 Marketing	\$ 7,923	\$ 6,242	\$ 9,000	\$ -	\$ 9,000	69.4%	0.0%
Total 500:	\$ 65,006	\$ 67,616	\$ 68,924	\$ -	\$ 71,924	94.0%	7.0%



(1005 Students)

(1000 Students)

996

	FY23 Actuals	Current Yr Actuals	Approved Budget	Changes	Forecast	% of Forecast	% Change From Prior Mth
600 Supplies and Materials							
610a Classroom Supplies	\$ 9,311	\$ 29,380	\$ 44,680	\$ (11,680)	\$ 33,000	89.0%	-1.5%
610a TSSA - Supplies	\$ 12,039	\$ 18,320	\$ 18,320	\$ -	\$ 18,320	100.0%	0.0%
610a LAND TRUST	\$ 11,967	\$ 12,000	\$ 12,000	\$ -	\$ 12,000	100.0%	0.0%
610a ESSER II - Supplies	\$ 17,120	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
610b Special Ed Supplies	\$ 5,962	\$ 9,442	\$ 10,000	\$ -	\$ 10,000	94.4%	0.0%
610 Elective Supplies	\$ -	\$ -	\$ 6,000	\$ -	\$ 6,000	0.0%	0.0%
610c Theatre Supplies	\$ 6,886	\$ 4,241	\$ 7,000	\$ -	\$ 7,000	60.6%	0.0%
610d CCA Expenses	\$ 4,843	\$ 4,456	\$ 5,179	\$ -	\$ 5,179	86.0%	0.0%
610e Student Activity Supplies / Incentives	\$ 13,776	\$ 12,055	\$ 14,000	\$ -	\$ 14,000	86.1%	1.3%
610f Board Expenses/meals	\$ 3,811	\$ 3,666	\$ 7,000	\$ -	\$ 7,000	52.4%	4.4%
610g Office Supplies/General	\$ 28,242	\$ 34,789	\$ 28,000	\$ 15,000	\$ 43,000	80.9%	0.7%
610h Safety Supplies	\$ 3,666	\$ 1,602	\$ 4,000	\$ -	\$ 4,000	40.1%	0.0%
School Safety Grant		\$ 3,245	\$ -	\$ 3,245	\$ 3,245	100.0%	0.0%
610i GWA Gives Back	\$ 1,295	\$ -	\$ 1,300	\$ -	\$ 1,300	0.0%	0.0%
610j First Aid Supplies	\$ 862	\$ 388	\$ 1,000	\$ -	\$ 1,000	38.8%	0.0%
610k Director Discretionary Fund	\$ 10,813	\$ 8,858	\$ 10,000	\$ -	\$ 10,000	88.6%	-2.2%
610m Staff Lounge	\$ 5,797	\$ 5,010	\$ 6,000	\$ -	\$ 6,000	83.5%	-1.4%
610n Swag Store	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
610o Christmas Party	\$ 3,780	\$ 4,975	\$ 4,018	\$ 957	\$ 4,975	100.0%	0.0%
610p Health and Wellness	\$ 2,285	\$ 1,685	\$ 3,000	\$ -	\$ 3,000	56.2%	0.0%
621 Natural Gas	\$ 13,925	\$ 12,039	\$ 14,000	\$ -	\$ 14,000	86.0%	3.4%
622 Electricity	\$ 43,158	\$ 43,346	\$ 43,000	\$ -	\$ 43,000	100.8%	10.9%
630 School Lunch Prgm	\$ 219,264	\$ 271,980	\$ 230,000	\$ 42,000	\$ 272,000	100.0%	0.2%
641 Textbooks/Curriculum	\$ 31,430	\$ 56,248	\$ 56,800	\$ (5,880)	\$ 50,920	110.5%	21.9%
641 TSSA - Curriculum	\$ 40,098	\$ 39,200	\$ 39,200	\$ -	\$ 39,200	100.0%	0.0%
641 UCCRSC	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
641 Digital Teaching & Learning Curriculum	\$ 44,832	\$ 43,794	\$ 14,000	\$ 29,794	\$ 43,794	100.0%	0.0%
641 SpEd - Textbooks/Curriculum	\$ 30,019	\$ 922	\$ 29,855	\$ -	\$ 29,855	3.1%	0.0%
644 Library Books	\$ 5,318	\$ 4,324	\$ 4,000	\$ 668	\$ 4,668	92.6%	-7.4%
670 Educational Software	\$ 6,230	\$ 8,754	\$ 15,700	\$ -	\$ 15,700	55.8%	0.0%
670 TSSA - Educational Software	\$ 10,117	\$ 10,246	\$ 10,800	\$ -	\$ 10,800	94.9%	0.0%
670 LAND TRUST - Educational Software	\$ 15,389	\$ 9,551	\$ 14,700	\$ -	\$ 14,700	65.0%	0.0%
670 SpEd - Educational Software	\$ 690	\$ -	\$ 3,400	\$ -	\$ 3,400	0.0%	0.0%
680 Maintenance Supplies & Material	\$ 38,699	\$ 40,804	\$ 40,000	\$ -	\$ 40,000	102.0%	14.2%
Total 600:	\$ 641,624	\$ 695,320	\$ 696,952	\$ 74,104	\$ 771,056	90.2%	2.9%
700 Property							
710 Land and Site Improvements & Building	\$ 32,792	\$ 99,353	\$ 25,000	\$ 74,500	\$ 99,500	99.9%	0.0%
733 Furniture and Fixtures	\$ 21,332	\$ 18,311	\$ 20,000	\$ 13,000	\$ 33,000	55.5%	0.0%
733 SpEd - Furniture and Fixtures	\$ 1,296	\$ 1,533	\$ 1,296	\$ 237	\$ 1,533	100.0%	0.0%
734 Technology Hardware	\$ 1,271	\$ 48,287	\$ 2,700	\$ 41,309	\$ 44,009	109.7%	6.1%
734 LAND TRUST - Hardware	\$ 49,510	\$ 52,133	\$ 55,000	\$ -	\$ 55,000	94.8%	11.1%
734 SpEd - Tech Hardware	\$ 3,453	\$ 3,108	\$ 345	\$ 2,763	\$ 3,108	100.0%	0.0%
734 ESSER III - Tech Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
734 Digital Teaching & Learning Hardware	\$ 15,075	\$ 14,000	\$ 15,000	\$ -	\$ 15,000	93.3%	0.0%
734 School Safety Grant	\$ -	\$ 30,597	\$ -	\$ 30,597	\$ 30,597	100.0%	0.0%
736 Technology Software	\$ 1,864	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
736 TSSA - Software	\$ 49,092	\$ 45,995	\$ 48,000	\$ -	\$ 48,000	95.8%	-0.1%
736 LAND TRUST - Software	\$ 6,760	\$ 5,569	\$ 5,500	\$ -	\$ 5,500	101.3%	1.3%
736 SpEd - Software	\$ 1,680	\$ 2,771	\$ 1,800	\$ 971	\$ 2,771	100.0%	0.0%
736 School Safety Grant	\$ -	\$ 23,100	\$ -	\$ 23,100	\$ 23,100	100.0%	0.0%
739 Kitchen Equipment	\$ 23,440	\$ 643	\$ 23,440	\$ -	\$ 23,440	2.7%	0.0%
790 Cap Ex Fund	\$ 523,778	\$ 227,009	\$ 235,000	\$ -	\$ 235,000	96.6%	0.0%
Total 700:	\$ 731,343	\$ 572,409	\$ 433,081	\$ 186,477	\$ 619,558	92.4%	1.4%
800 Debt Service & Miscellaneous							
810 Dues and Fees	\$ 11,178	\$ 15,132	\$ 15,000	\$ -	\$ 15,000	100.9%	4.1%
830 Bond Restricted Assets (Interest)	\$ 500,913	\$ 469,512	\$ 469,513	\$ -	\$ 469,513	100.0%	9.1%
840 Bond Restricted Assets (Principal)	\$ 785,000	\$ 815,000	\$ 815,000	\$ -	\$ 815,000	100.0%	9.1%
833 Bond Fees	\$ 7,300	\$ 51,670	\$ 33,800	\$ -	\$ 33,800	152.9%	70.5%
890 Miscellaneous	\$ 3,419	\$ 618	\$ -	\$ -	\$ -	0.0%	0.0%
Total 800:	\$ 1,307,810	\$ 1,351,932	\$ 1,333,313	\$ -	\$ 1,333,313	101.4%	10.6%
Total Expenses:	\$ 9,499,275	\$ 10,111,265	\$ 10,140,524	\$ 485,394	\$ 10,576,534	95.6%	7.9%
Net Income:	\$ 689,835	\$ 762,680	\$ 258,164	\$ 167,574	\$ 475,123	160.5%	
Goal for Unrestricted Net Income:					\$ 250,000		Restricted Forecasted Spend Down
Unrestricted Net Income:					\$ 437,418		Food Service \$ (89,527)
Restricted Net Income:					\$ 37,705		SpEd \$ 37,705
Cap Ex Fund:		At year end: \$ 168,402		Use: \$177,616		At year end: \$ 176,393	
(Unrestricted over \$350,000) Special Project Fund:		Beg of Year \$ 97,843				At year end: \$ 185,261	
Fund Reserve:		\$ 6,099,903			\$ 6,279,157		

GEORGE WASHINGTON ACADEMY

Balance Sheet

As of June 30, 2024

	<u>Jun 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1072 · Bill.com Money Out Clearing	40.00
8110 · Cash in Banks	
8111 · Cache Valley Bank Accounts	
1 · Petty Cash	179.07
8111.1 · Cache Valley Bank (2050)	1,017,944.91
8111.3 · Cache Valley Checking (8114)	42,078.70
Total 8111 · Cache Valley Bank Accounts	<u>1,060,202.68</u>
8116 · PTIF	6,512,128.12
8120 · US Bank Accounts	
8120.1C · Principal Fund 2015 (80001)	213,386.24
8120.2 · Interest Fund 2008 (9002)	0.02
8120.2B · Interest Fund 2011 (5001)	0.01
8120.2C · Interest Fund 2015 (80002)	172,397.68
8120.3C · Reserve Fund 2015 (80003)	1,285,912.50
8120.5C · Repair & Rplcmnt 2015 (80005)	150,000.00
8120.6C · Expense Fund 2015 (80006)	59,170.85
Total 8120 · US Bank Accounts	<u>1,880,867.30</u>
Total 8110 · Cash in Banks	<u>9,453,198.10</u>
Total Checking/Savings	<u>9,453,238.10</u>
Other Current Assets	
8130 · Accounts Recievable	
8135 · Utah State Sales Tax	3,444.96
Total 8130 · Accounts Recievable	<u>3,444.96</u>
Total Other Current Assets	<u>3,444.96</u>
Total Current Assets	<u>9,456,683.06</u>
TOTAL ASSETS	<u>9,456,683.06</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
9513 · Accounts Payable-bill.com	31,054.22
Total Accounts Payable	<u>31,054.22</u>
Credit Cards	
9531 · Visa Card	
9531a · VISA Card - Jessica's Card	631.31
9531b · VISA Card - Blake's Card	37.51
9531e · VISA Card - Chance's Card	-128.58
Total 9531 · Visa Card	<u>540.24</u>
9532 · Lowe's	489.84
Total Credit Cards	<u>1,030.08</u>
Other Current Liabilities	
9510 · Accounts Payable	546.85
9530 · Accrued Liabilities	
9535 · Accrued Bond Liability	0.01
Total 9530 · Accrued Liabilities	<u>0.01</u>
9540 · Accrued Salaries & Withholdings	
9544 · Utah State Withholding	14,361.00
9545 · Payroll Liabilities	
9545.2 · 401k Employee Contribution	480.00

GEORGE WASHINGTON ACADEMY

Balance Sheet

As of June 30, 2024

	<u>Jun 30, 24</u>
9545.5 · Utah State Unemployment	<u>4,018.28</u>
Total 9545 · Payroll Liabilities	<u>4,498.28</u>
Total 9540 · Accrued Salaries & Withholdings	18,859.28
9540a · Payroll & Benefit YE Accrual	311,884.10
9560 · Deferred Revenue	
9561 · Local	12,825.13
9563 · State	<u>400,000.00</u>
Total 9560 · Deferred Revenue	<u>412,825.13</u>
Total Other Current Liabilities	<u>744,115.37</u>
Total Current Liabilities	<u>776,199.67</u>
Total Liabilities	776,199.67
Equity	
30000 · Opening Balance Equity	193.93
9820 · Net Assets - Restricted	274,127.41
9830 · Retained Earnings	8,401,986.03
9850 · Unreserved Fund Balances	7,398.97
9859 · Undesignated Fund Balance	422,122.16
Net Income	<u>-425,345.11</u>
Total Equity	<u>8,680,483.39</u>
TOTAL LIABILITIES & EQUITY	<u>9,456,683.06</u>



PROPOSAL FOR BOARD ACTION

Proposal Title: Asphalt Area behind 2nd and 3rd grade classrooms

Submitted by: Steve Erickson

Originating Committee: Campus Management

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

The rock area on the south side of the school behind the 2nd and 3rd grade classrooms needs some attention.

Background Information, including a list of reviewing committees:

This area is used every day by students and teachers. This last year we had some issues with injuries as well as students throwing the rocks in this area.

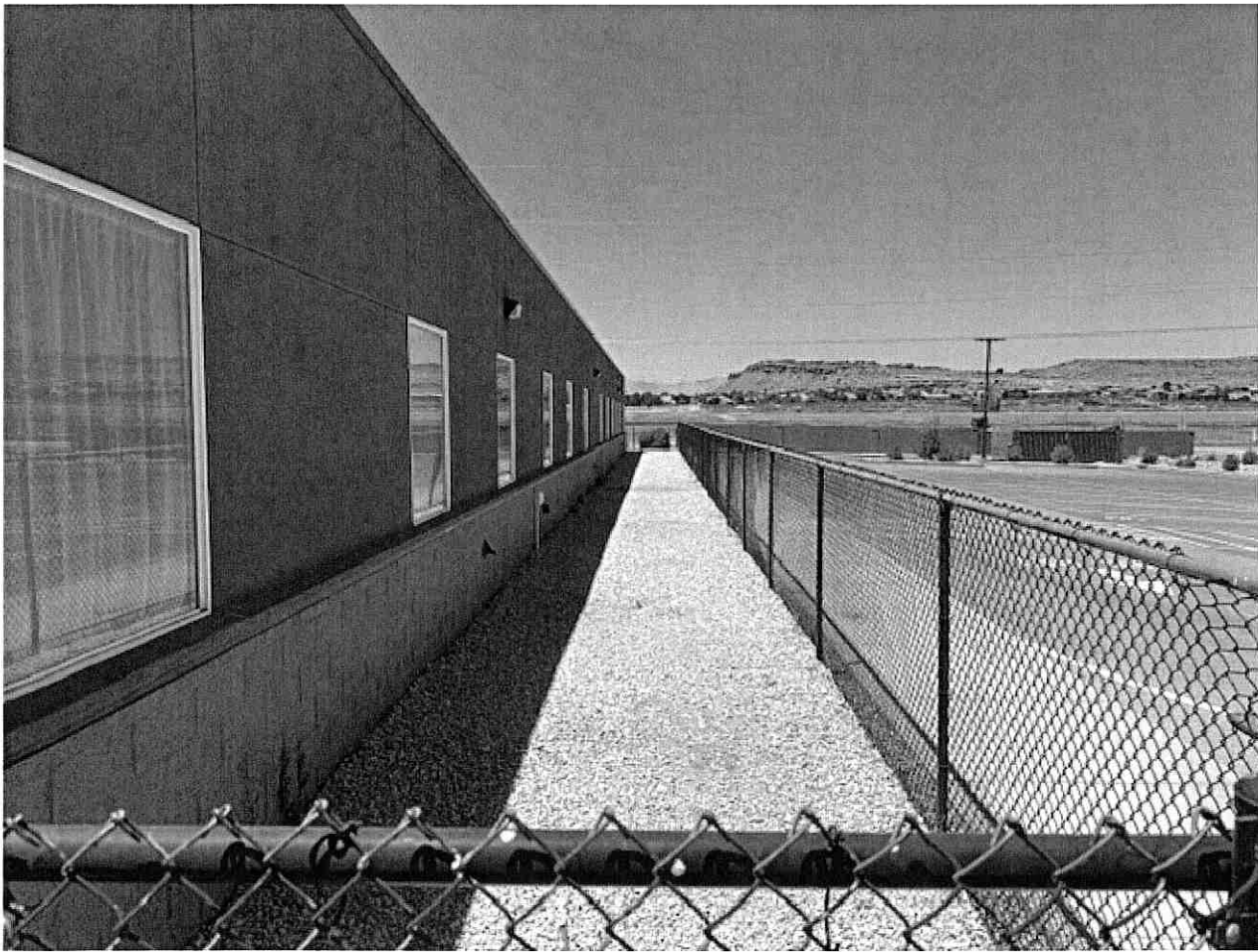
Campus Management
Finance Committee

Assessment:

Recommendation:

It is the committees recommendation to move forward with adding asphalt to this area.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.



Staker & Parsons Companies DBA Western Rock Products

4617 S. Pioneer Road, Suite 300
St George, UT 84790

Phone: (435) 628-4384
Fax: (435) 688-1889

"THE PREFERRED SOURCE"

To: George Washington Academy	Contact: Jessica Bentley
Address: 2277 S 3000 E St. George, UT 84790	Phone:
	Fax:
Project Name: George Washington Academy Paving	Bid Number: 24BS025
Project Location: 3000 E. 2450 S., Washington, UT	Bid Date: 7/2/2024

JOB SPECIFICATION AND PRICE: (if unit prices are quoted, units will be measured on completion and invoiced at these rates).

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
01	Roll 12' Of Fence And 7" Of Rock / Dirt Then Haul Off Spoil (Sprinklers Need To Be Capped By Owner)	3,200.00	SF	\$1.15	\$3,680.00
02	4" Roadbase (Furnish, Place & Compact)	3,200.00	SF	\$1.10	\$3,520.00
03	3" Asphalt (1/2" Washington Mix)	3,200.00	SF	\$3.19	\$10,208.00
Total Price for above Items:					\$17,408.00

Notes:

- ASPHALT OIL COST ADJUSTMENT: This contract is subject to an asphalt oil cost adjustment for all asphalt materials included in the contract. Buyer agrees increases or decreases to asphalt oil costs above or below the listed Bench Mark Price, as stated in this proposal, is cause for adjustment to the contract. The Bench Mark Price is based on UDOTs published Binder Index at the time of this proposal. Each \$10.00 change to the UDOT Binder Index (published monthly) will require a contract price adjustment of \$0.50 per ton of asphalt mix placed during the monthly index cycle. The binder index can be found by searching "binder Index" at www.udot.utah.gov.
- Not responsible for drainage in areas of less than 1% grade.
- Price is based on 1 move-in(s). Additional move-ins would be negotiated at a per move-in price.
- If saw cutting of asphalt & testing of road base are to be completed by Western Rock Products, a minimum of \$150.00 plus \$0.25 per inch foot for saw cut and a minimum of \$175.00 plus \$25.00 for each density test.
- The contract prices in this proposal and contract will be guarantee only if this proposal and contract is accepted within 30 days of the date set forth above. Bid is subject to credit approval.
- Not responsible for any damage to underground utilities and cost of repair to same, adjustments of utilities & manholes & patching of same.
- This job is bid using warm mix (Environmental Friendly) unless otherwise specified
- **TERMS & CONDITIONS:**
In consideration of the mutual promises set forth herein, Staker Parson Companies with the principal offices listed above (hereinafter referred to as "Western Rock") and the undersigned, whose full name and address appear above, (hereinafter referred to as "Buyer") hereby agree as follows:
 2. LIMITATIONS & CHANGES. Unless specified otherwise, this bid does not include payment performance or any other bonds, permits, licenses, fees, testing, engineering, traffic control, flagging, saw cutting, sterilant, striping, bollards, signage and prime coat. Additional work and work in excess of that specified and described above will be handled as a Change Order and MUST BE APPROVED by owner and contractor prior to construction. Bid DOES NOT include engineering, layout or testing unless otherwise stated. Price does not include furnishing additional material or the removal of excess material. Unless otherwise stated, bid does not include raising and concrete collars on manholes, water valves or monuments. General Contractor, owner or developer is responsible for Storm Water Prevention Plan. Western Rock will be responsible for Storm Water Prevention for our portion of work only, unless other arrangements are made.
 3. CONTRACT PRICE: To the extent that the above Work is specified as a unit or square foot price, it is agreed that the number of units or square feet indicated is an approximation. Western Rock shall be paid for the actual Work provided, including the number of units or square feet completed as determined by field measurement.
 4. TERMS OF PAYMENT: Buyer shall pay Western Rock in full at Western Rock's office identified above within thirty (30) days following the date of Staker's invoices, without retention and regardless of the final completion date of the Work. In the event that payment is not made to Western Rock as provided herein, Western Rock shall be entitled to all of its costs incurred in the enforcement of its rights under this contract, including attorney's fees and lien fees, whether or not legal proceedings are instituted. In addition, Western Rock shall be entitled to interest on all past due payments at the rate of 18% per annum (1½% per month) from the date payment is due until payment is received by Western Rock, whether before or after judgment.
 5. CLAIMS OR DEFECTS: Written notice of any alleged claim or defect must be given to Western Rock at its address shown above not later than five (5) days after the completion of the Work. Failure to give written notice as herein provided shall be and constitute a waiver of any such alleged defects or claims. Western Rock's sole and exclusive liability shall be to repair, replace, or, upon mutual agreement, credit Buyer's account for defective Work. If repair or replacement is made, Western Rock shall have a reasonable time to make such repair or replacement. IN NO EVENT SHALL WESTERN ROCK BE LIABLE FOR SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR ANY BREACH OR CLAIM THEREOF, INCLUDING BUT NOT LIMITED TO, LOSS OF GOODWILL, LOSS OF PROFITS OR USE.

- 6. PROSECUTION OF WORK: It is contemplated by the parties that the Work specified in this contract shall be completed by this date or period: _____ . At its option, Western Rock may decline to perform any part of the Work which, through no fault of Western Rock, is to be completed beyond this date. In addition, Western Rock shall not be responsible for any delays in performing the Work due to labor disputes, weather, shortages in material, equipment or labor, acts of God or any other cause beyond its control. In the event of a delay beyond Western Rock's control, and to the extent reasonably possible, Western Rock shall complete the Work at the next available opportunity. In the event Western Rock elects not to perform any further Work beyond the above specified date pursuant to the terms provided herein, Staker shall be paid for all Work provided prior to the said date and shall otherwise be fully relieved of all of its duties and responsibilities under the terms of this contract.
- 7. PROPERTY DAMAGE: Buyer shall be responsible to direct Western Rock employees, subcontractors and suppliers as to proper ingress and egress of the property. To the extent such direction is followed or that no direction is given, Western Rock shall not be responsible for any damage to the property where the Work is being performed, including damage to curbs, gutters and sidewalks.
- 8. MISCELLANEOUS PROVISIONS:
 - A. Buyer specifically represents and warrants that either Buyer is the owner of the premises where the Work is to be performed, or, in the alternative, Buyer has written authorization from the owner of the premises authorizing the Work to be performed on the said premises.
 - B. Western Rock assumes no risk for non-disclosed or unforeseen conditions of the project site, including but not limited to, hazardous waste, soft subgrade or water table problems.
 - C. This contract and the Credit Application referenced below constitute the entire agreement of the parties and no changes or additions to this contract shall be made except in writing signed by both parties.
 - D. This contract shall be construed in accordance with the laws of the State of Utah.
 - E. This contract shall be binding on the heirs, successors or assigns of the parties hereto.
 - F. THIS CONTRACT IS NOT BINDING UNTIL APPROVED BY WESTERN ROCK'S CREDIT DEPARTMENT. Buyer agrees to furnish a completed Credit Application to Staker prior to or at the execution of this contract.

Payment Terms:

PAYMENT: Purchaser, except as otherwise provided herein, for the full and complete performance of this Agreement, agrees to pay Parson the sums identified on the reverse side of this Agreement as may be modified in accordance with this Agreement.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Staker & Parsons Companies DBA Western Rock Products</p> <p>Authorized Signature: _____</p> <p>Estimator: Brandon Stocks (801) 205-2252 brandon.stocks@westernrock.com</p>
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PREPARED FOR:

George Washington Academy

Jessica Bentley

2277 S 3000 E

St George, UT 84790 US

(435) 673-2232

jbentley@gwacademy.org

PREPARED BY:

Andersen Asphalt

1710 S 2050 W

West Haven, UT, 84401 US

(801) 675-1555

admin@andersenam.com

PROJECT SUMMARY

JOB SITE: GEORGE WASHINGTON ACADEMY

2277 South 3000 East, St. George, Utah, 84790 US

Asphalt

Job Total

\$27,600.00

PROPOSAL TOTAL

\$27,600.00

Job Total

\$27,600.00

PROPOSAL ACCEPTANCE

Any adjustments to the original scope of work shall be committed and paid by purchaser as though a written change order were approved and signed by both parties.

Andersen Asphalt proposes to furnish material and labor to perform the work outlined above. Payment is to be made (30) days after work is completed.

The proposal is valid for (30) days from the date written above.

06/27/2024



6/20/2024

Utah License #11089245-5501
Nevada License #0090408

George Washington Academy
Phone # 435-862-7518
Attn: Jessica

Re: 2277 S. 3000 E. St George

Alexander Asphalt is pleased to submit the following proposal:

Item	Description	Quantity	Unit	Unit Price	Amount
1	Mobilization	1	EA	\$ 1,500.00	\$ 1,500.00
2	7" Subgrade Removal	2,710	SF	\$ 3.80	\$ 10,298.00
3	4" Roadbase and Finish Grade	2,710	SF	\$ 2.45	\$ 6,639.50
4	3" Asphalt Paving	2,710	SF	\$ 3.80	\$ 10,298.00
Total					\$ 28,735.50

*Price locked 30 days from submittal date

*Includes one mobilization

*Quantity provided by job walk

*Fence removal and Install not included. To be performed before by others before Alexander Asphalt mob in.

THE LINE ITEMS IN THIS PROPOSAL CANNOT BE CONTRACTED INDEPENDENTLY.

50% Payment required prior to any construction on private homeowner projects, paid in full upon completion.

Full payment required after completion on all other projects unless previously agreed upon prior to construction.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices.

Any alteration or deviation from specifications involving costs will be executed only upon written change orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control.

Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. Due to the volatile nature of diesel fuel and asphalt prices Alexander Asphalt cannot guarantee the asphalt prices

beyond the date specified above. **CONTRACTS ENTERED INTO BY ALEXANDER ASPHALT MUST CONTAIN A VALID AND ENFORCEABLE ASPHALT AND FUEL ESCALATION CLAUSE.**

Alexander Asphalt LLC.
115 W. 300 S.
Washington UT 84780

Respectfully Submitted by:
Duane Hallenback

(Cell #)435-668-8728 - (Email) Duane@alexander-asphalt.com

Red Desert Concrete Services of St George by S.S. Enterprises

929 West Sunset Boulevard
Suite 21-546
St. George, Utah 84770
435-757-6001
goldstandardhs@gmail.com

RECIPIENT:

Jessica Bentley
2277 South 3000 East
St. George, Utah 84790
Phone: 435-862-7518

Estimate #1223	
Sent on	May 18, 2024
Total	\$42,892.80

Product/Service	Description	Qty.	Unit Price	Total
Concrete	<p>**Concrete Pad (Approx. 500 Square Feet)**</p> <ul style="list-style-type: none"> -Installation of up to 12.5' X 40' X 4" thick concrete pad -Site Preparation and gravel Installation: Removal and haul away of existing concrete. Clearing and leveling of the designated area for the project site. Application of gravel as needed to the prepared area. Compaction of the gravel as needed to ensure stability and support. -Forming of the area to outline the dimensions of the concrete pad. -Pouring of concrete to fill the formed area. -Broom finish applied to the surface of the newly poured concrete. -Control joints as needed. 	1	\$6,702.00	\$6,702.00
Concrete	<p>**Concrete Pad (Approx. 2700 Square Feet)**</p> <ul style="list-style-type: none"> -Installation of up to 12' X 225' X 4" thick concrete pad -Site Preparation and gravel Installation: Removal and haul away of existing concrete. Clearing and leveling of the designated area for the project site. Application of gravel as needed to the prepared area. Compaction of the gravel as needed to ensure stability and support. -Forming of the area to outline the dimensions of the concrete pad. -Pouring of concrete to fill the formed area. -Broom finish applied to the surface of the newly poured concrete. -Control joints as needed. 	1	\$36,190.80	\$36,190.80
3% Non-Electronic Payment Discount	<p>Discount is available with cash or check payment upon receipt of the invoice.</p> <p>For discount call and request an updated estimate.</p>			

Red Desert Concrete Services of St George by S.S. Enterprises

929 West Sunset Boulevard
Suite 21-546
St. George, Utah 84770
435-757-6001
goldstandardhs@gmail.com

Notes Continued...

estimating. Please read your estimate carefully. Each item that is included has been listed. If you feel like something may be missing please let us know so we can adjust the estimate as needed. Some projects may require modifications to the estimate during construction which can not be foreseen until after work begins. If a situation arises in which case the estimate needs to be adjusted this will be handled as follows: The foreman onsite will explain the adjustment needed. The estimate will be adjusted and a change order will be issued before any changes to the original estimate are completed. In the event of major fluctuations in cost we reserve the right to cancel without penalty. We ask that clients be flexible and understanding in schedule changes as we navigate any changes in product availability. This estimate is subject to additions or deductions in accordance with any mutually agreed to changes or modifications in the work. Please remember that if any changes arise we keep your best interest in mind. We pride ourselves in quality work resulting in happy customers. By signing this contract you declare you are authorized to approve and make improvements to the property. It is the responsibility of the property owner to make sure all work requested to be performed is in accordance with any hoa approvals needed, and any permits required. Fully Licensed and Insured. UDOPL Contractor license # 11115659-5501

This estimate is valid for the next 7 days, after which values may be subject to change.



PROPOSAL FOR BOARD ACTION

Proposal Title: East Playground

Submitted by: Steve Erickson

Originating Committee: Campus Management

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

The rock in this East playground area has become an issue.

Background Information, including a list of reviewing committees:

Students have been throwing the rocks at the building(breaking one of the East doors), cars, and each other.

Campus Management
Finance Committee

Assessment:

Recommendation:

The majority of the committee feels that the red chat would be the best option and then wood chips to fill in the play structure areas.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

ESTIMATE

Rainmaker All-Season
Maintenance, Inc
PO Box 3166
Saint George, UT 84771

ben@rainmakerallseason.com
(435) 688-7276
www.rainmakerallseason.com



George Washington Academy

Bill to
Jessica Bentley
George Washington Academy
2277 S 3000 E
St. George, UT 84790

Ship to
Jessica Bentley
George Washington Academy
2277 S 3000 E
St. George, UT 84790

Estimate details

Estimate no.: 1304
Estimate date: 06/26/2024
Expiration date: 07/31/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Enhancement Work	To add an average of 3" of natural wood playground mulch to the playground areas. Sample product to be approved prior.	1	\$6,150.00	\$6,150.00
2.		Enhancement Work	To remove the gravel and spread elsewhere onsite and replace with wood chip: \$15,850, but if we reduce some of the areas being done it could be closer to \$12,000. Any irrigation repairs after the work will be charged time and materials. Wood chip product are to be approved prior to work.	1	\$15,850.00	\$15,850.00
3.		Enhancement Work	To remove the gravel and spread elsewhere onsite and replace with chat: \$17,000, but if we reduce some of the areas being done, it could be closer to \$13,500, there are some cheaper chats that could reduce the price another couple thousand. Any irrigation repairs after the work will be charged time and materials.	1	\$17,000.00	\$17,000.00
4.		Enhancement Work	In looking at the area, my suggestion would be to consider adding mulch to the playground areas, but for the planter bed areas, I would recommend some larger plants to reduce kid traffic. Some gravel is in the path areas, but most is	1	\$6,000.00	\$6,000.00

Raintree Landscaping LLC

2188 E 3670 S
St. George, UT 84790

Estimate

Date	Estimate #
6/27/2024	11238

Name / Address
George Washington Academy

Project Location

P.O. No.	Terms
Play Ground	

Item	Description	Qty	Rate	Total
Rock Mulch	Option #1 Remove and Replace Rock Mulch with Wood Chips and place existing rock in other planter areas around the school. New Wood Mulch 3" Deep	10,760	2.25	24,210.00
Rock Mulch	Option #2 Remove and Replace Rock Mulch with Red Chat and place existing rock in other planter areas around the school. New Red Chat 3" Deep	10,760	2.75	29,590.00
Mulch	Install additional Wood Mulch in existing play areas with wood Mulch Total of 25 yards	25	110.00	2,750.00

Total			\$56,550.00
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Signature _____

ESTIMATE

La Roca Landscaping LLC
PO BOX 488
WASHINGTON, UT 84780

hello@larocalandscaping.com
435-656-2377
www.larocalandscaping.com



Bill to
Jessica Bentley
George Washington Academy
2277 S 3000 E
Saint George, UT 84790

Ship to
Jessica Bentley
George Washington Academy
2277 S 3000 E
Saint George, UT 84790

Estimate details

P.O. Number: 2277 S 3000 E

Estimate no.: 1082

Estimate date: 07/01/2024

#	Product or service	Description	SKU	Qty	Rate	Amount
1.	Gravel	Removing existing Rock		1	\$12,750.00	\$12,750.00
2.	Gravel	Adding Wood Chip to the areas needed		1	\$68,750.00	\$68,750.00
3.	Gravel	Chat as needed		1	\$79,850.00	\$79,850.00
4.	Labor & Equipment	Labor and equipment for preparation and to complete the work		1	\$6,780.00	\$6,780.00
					Total	\$168,130.00

Note to customer

Thank you for choosing La Roca Landscaping LLC to bring your dream landscape to life. Please sign below to agree with the terms of this contract. We require a 75% down payment deposit and after it has been received we will start your project in approx. 2-3 weeks after deposit is received. This quote is only valid for 30 days. The final 25% of payment is due upon job completion. Our warranty on our projects is valid for 30 days post project completion.



PROPOSAL FOR BOARD ACTION

Proposal Title: 280: Criminal Background Check and Reporting of Arrests Policy

Submitted by: Debbie Kauvaka

Originating Committee: Policies Committee

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

A new Utah law surrounding background checks in schools has been amended. The new law prohibits charging the background check fee to all non-licensed employees, including contract employees and volunteers.

Background Information, including a list of reviewing committees:

Assessment:

Recommendation:

Review the attached green-lined updates and approve the amended policy. The only update is on the top of page 2.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

280 – Criminal Background Check and Reporting of Arrests Policy



1. Purpose: The purpose of this policy is to protect the safety, health, and security, of George Washington Academy (“GWA”) students, employees, and property.

2. Policy Criminal Background Checks:

2.1. Individuals Subject to Background Checks:

- 2.1.1. Potential GWA employees must submit to a criminal background check as a condition for employment or appointment.
- 2.1.2. GWA volunteers with unsupervised access to students in connection with the volunteer's assignment must submit to a background check as a condition of service. Until the background check is complete, the volunteer must remain under the supervised observation of a GWA employee.
- 2.1.3. A representative (individual, employee, and/or agent) of a company or organization having established an arrangement or agreement with GWA to provide services to the school (such as food service vendors with casual access to students), or services with direct student access must submit to a criminal background check. The organization or representative shall pay the cost of the background check. Information obtained from the check may be used as a basis to refuse access of the representative to the school or students, at the sole discretion of GWA. Failure to comply with this provision shall be the basis for termination of the arrangement or agreement with the company or organization.
- 2.1.4. A background check shall be required for the renewal of any Utah educator license in accordance with Utah Administrative Code.
- 2.1.5. Non-licensed employees shall submit to a criminal background check at least every three years.
- 2.1.6. School board members shall submit to a criminal background check upon being elected and ongoing monitoring as a condition for appointment.
- 2.1.7 Where reasonable cause exists, GWA may require an existing employee or volunteer to submit to a criminal background check.

2.2. Conducting the Background Check

- 2.2.1. Applicants shall complete a supplemental questionnaire as a condition of employment. The questionnaire requires self-disclosure of criminal misconduct or violations of the law. The information obtained from the background check and the self disclosure of information from a completed questionnaire will be compared for accuracy. Any misstatement omission or misinformation on the supplemental questionnaire is grounds to not hire or for dismissal.
- 2.2.2. The applicant, volunteer, representative, or employee shall be required to sign a release enabling GWA to perform the background check. Refusal to sign the release will be used as the sole basis to refuse employment, access, or participation in volunteer activities. Current employees who decline to sign the release form will be subject to corrective action up to and including dismissal from employment.

2.3. Payment for Background Check. GWA will pay the cost of background checks for any non-licensed employees, contract employees, or volunteer. ~~All employees, including substitutes, and all volunteers requiring background checks shall be required to pay the designated cost of background checks.~~

2.4. Licensed Educators Required Reports of Arrest or Booking:

2.4.1. A licensed educator who is arrested, booked, cited, or charged with the following alleged offenses shall report the incident as soon as possible or within 48 hours to GWA’s Executive Director:

- any matters involving alleged sex offenses;
- any matters involving alleged drug-related offenses;
- any matters involving alleged alcohol-related offenses; and
- any matters involving alleged offenses against the person under Title 76, Chapter 5, Offenses Against the person of the Utah Code.

2.4.2. The licensed educator shall also report, to GWA’s Executive Director, any convictions, including convictions identified above, any pleas in abeyance, and any diversion agreements within 48 hours or as soon as possible upon receipt of notice of conviction, plea in abeyance or diversion agreement.

2.4.3. GWA’s Executive Director or designee shall electronically report arrest or offense information received from licensed educators to the Utah State Office of Education (USOE) within 48 hours through the USOE website.

2.4.4. The licensed educator shall report for work following the arrest and notice to the Executive Director unless directed not to report for work by the Executive Director.

2.5. Non-licensed Public Employees or Volunteers Personal Reporting:

2.5.1. Non-licensed public education employees or volunteers must notify GWA’s Executive Director as soon as possible but no later than five (5) business days after being cited, charged with, booked, arrested, convicted, or agreeing to a plea in abeyance or diversion agreement for any of the following crimes, regardless of the imposition of sentence:

- any matters involving arrests for alleged sex offenses;
- any matters involving arrests for alleged drug-related offenses;
- any matters involving arrests for alleged alcohol-related offenses; and
- any matters involving arrests for alleged offense against the person under Title 76, Chapter 5, Offenses Against the Person of the Utah Code.

2.5.2. Supervisors must notify GWA’s Executive Director immediately upon an employee informing them of any of the matters listed above.

2.5.3. The supervisor or Executive Director shall report offense information received from the employee as soon as reasonably possible to Human Resources.

2.6. Review and Investigation

2.6.1. A criminal conviction does not necessarily preclude employment with GWA. GWA has the sole and absolute discretion to determine whether the outcome of a criminal background check will result in administrative action to include the decision to terminate employment or the decision to not hire. Likewise, the dismissal of a criminal offence or arrest does not necessarily preclude GWA from taking administrative action.

2.6.2. GWA will immediately suspend an employee from student supervision responsibilities pending the outcome of any investigation upon receipt of information concerning alleged offenses which may endanger students or interfere with the orderly operation of the school.

2.6.3. Administration may consider both criminal and/or administrative findings. The safety and security of GWA students will be the foremost consideration. GWA Human Resources personnel consider each circumstance on a case-by-case basis and use the following factors to determine an applicant or current employee's suitability to work at GWA:

- Type of conviction;
- Relevance of any conviction to the individual's position;
- A history of multiple convictions that suggests a pattern of criminal behavior or bad judgment;
- Amount of time that has passed since a conviction and/or the completion of a sentence; • Frequency and severity of the crime(s)
- Age of the individual at the time the crime was committed;
- Evidence of rehabilitation.

2.7. Administrative Action and Due Process

2.7.1. Applicants are subject to non-selection based on the results of a background check, for refusal to submit to a background check, and/or for the failure to disclose information relevant to the background check.

2.7.2. Employees are subject to corrective action, up to and including termination, based on conduct identified from the results of their background checks, for refusal to submit to a background check, and/or for failure to report a citing, booking, arrest, charge or conviction as outlined in this policy.

2.7.3. GWA may take employment or corrective action (up to and including dismissal), refuse to consider an applicant for employment, or refuse to hire a selected applicant for any offence relevant to the subject's assignment. Offenses relevant to all GWA assignments include but are not limited to the following:

- any matters involving sex offenses;
- any matters involving drug-related offenses;
- any matters involving alcohol-related offenses; and
- any matters involving offenses against a person under UCA Title 76, Chapter 5, Offenses Against the Person of the Utah Code.

2.7.4. Any statement of an employee or applicant on a supplemental questionnaire that is later deemed to be a misstatement omission or misinformation when verified with the results of a background check is grounds to not hire or for dismissal.

2.7.5. If a person is denied employment or is dismissed from employment because of information obtained through a criminal background check, the person will receive written notice of the reasons for denial or dismissal and have an opportunity to respond within 5 working days.

2.7.6. Information obtained from BCI in a background check is confidential within the guidelines of the Government Records and Access and Management Act (GRAMA).

3. References and Definitions

3.1. Definitions:

3.1.1. "Licensed Educator" has the meaning given that term in UAC R277-516.

285 – Criminal Background Check and Reporting of Arrests Policy (cont.)

- 3.1.2. "Crimes Against a Person" includes assault, kidnapping, murder, manslaughter, reckless endangerment, abuse of a child or vulnerable adult, stalking, hazing, making a terroristic threat, and any other offence identified in UCA Title 76, Chapter 5.
- 3.1.3. "Criminal History Report" means a report generated by the Bureau of Criminal Identification after a search of State of Utah criminal history files and/or other state and federal databases designed by law or by GWA.
- 3.1.4. "Driving Record Report" means traffic-related offenses contained in the Utah Division of Motor Vehicle databases.
- 3.1.5. "Background Check" means information regarding an applicant or employee that may include, but is not limited to, criminal history reports and driving records reports.
- 3.1.6. "Booking," (booked) for the purposes of this policy, shall refer to the process by which the police department registers and enters charges against a person believed to have violated the law. The process of booking occurs when the subject's personal information is recorded as a suspect in a crime and/or when the subject's fingerprints are taken. Both recording personal information and fingerprinting need not occur at the same time in order for a booking to occur. A booking may result from a court order, citation, or an arrest.
- 3.1.7. "Arrest," is a seizure or forcible restraint or the taking or keeping of a person in custody by legal authority, especially, in response to a criminal charge and/or the apprehension of someone for the purpose of securing the administration of the law.



PROPOSAL FOR BOARD ACTION

Proposal Title: 490: Medication Administration Policy

Submitted by: Debbie Kauvaka

Originating Committee: Policies Committee

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

There are new laws surrounding the administration of medication at schools and a new policy needed to be created.

Background Information, including a list of reviewing committees:

The new laws require a health care provider's authorization for all medication administered at school. The law also protects the properly trained school personnel from civil or criminal liability. The procedures in the policy go over the authorization, storage, and administration of medication and the training of personnel.

Assessment:

Recommendation:

Approve the attached policy in accordance with Utah Code.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

Purpose

Administration of medication to a student while they are at school should be a rare occurrence. Whenever possible the parent/guardian should administer medication to their child while at home. However, there are times when a student will require assistance with medication during school hours for a medical condition or emergency. GWA has adopted this policy in coordination with Utah Code to provide procedures for the administration of medication by personnel while at school.

Policy

Authorized school personnel who act in a prudent and responsible manner in compliance with the licensed health care provider's signed medication authorization form, are not liable civilly or criminally for any adverse reaction suffered by the student as a result of taking the medication or discontinuing the administration of the medication following notification of the parent.

Medication Administration Procedures

1. Authorization

Except for the administration of emergency medications as described in Section 4 of these procedures, prescription and/or nonprescription medication may be administered to a student only when:

- 1.1. The student's parent has provided an appropriate completed, current, signed and dated medication authorization form providing for the administration of medication to the student during regular school hours. This request must be updated, at least, on a yearly basis, or whenever a change is made in the administration of medication.
- 1.2. The student's licensed health care provider signs and dates this medication authorization form describing the method, amount, and time schedule for the medication. Form to also include if the medication is medically necessary during school hours and the side effects that may be seen while at school.
- 1.3. The medication is delivered to the school by the student's parent, or by a responsible adult. A one week's supply or more is recommended. Expired medication cannot be administered.
- 1.4. The medication is an oral medication, inhalant medication, eye or ear drop medication, gastrostomy, rectal, or topical medication. Medications requiring other routes (IV, and other injectable medications besides insulin and emergency epinephrine) cannot be administered by nonmedical school personnel.
- 1.5. GWA has the right to refuse a request for medication administration; or to withdraw the request to administer medication at any time following notice to the parent/guardian.

- 1.6. It is a parent's responsibility to administer the first dose of a new medication, or a change in dosage, to the student while at home.

2. Training of Volunteer School Employees

The Nurse Practice Act permits a registered school nurse to delegate and train employees to administer routine medication(s). However, a licensed nurse may not delegate to an unlicensed person the administration of any medication with known, frequent side effects that can be life threatening; or that requires the student's vital signs or oxygen saturation to be monitored before, during or after administration of the drug; or that requires nursing assessment or judgment prior to or immediately after administration.

- 2.1. Within a reasonable time after receiving a medication authorization form, the school shall identify and train two or more school personnel in the administration of medication.

Annual training by the school nurse to include:

- 2.1.1. Education in recognition of the signs and symptoms that warrant administration for non-scheduled medication (such as: glucagon, insulin, epinephrine, etc.)
- 2.1.2. Administration, including dosages which may occur during a school activity
- 2.1.3. Standards and procedures for medication storage and disposal of unused medication
- 2.1.4. Emergency procedures in accordance to consultation with the parent/guardian and health care professionals
- 2.1.5. A demonstration of competency

3. Medication Storage, Safety and Security

The medication must be delivered to the school by the parent/guardian in the original pharmacy-labeled, or manufacturer's container if over-the-counter, where it will be counted, recorded, and placed in a cool, dry, locked unit for safe keeping.

- 3.1. Insulin or emergency medications, such as: epinephrine auto-injectors, asthma inhalers and glucagon, should not be stored in a locked area in order to be readily available when needed.
- 3.2. A daily medication log for each student receiving medication which documents each dose, date, time given and signature or initials of the person giving the medication must be maintained as a part of the health record.
- 3.3. It is the parents/guardian's responsibility to pick up any unused medication at the end of the school year or upon stopping the medication. Parents will be notified that unused or expired medication(s) should be picked up within two weeks following notice or it will be disposed of by the school. In disposing of medication, two people must be present to record the medication, amount of medication discarded, date, and how it was discarded.

4. Administration of Emergency Medications

Administration of emergency medications include medications such as Epinephrine, Glucagon, emergency seizure medications, adrenal sufficiency insufficiency medications, and opiate antagonists (ex.Narcan).

4.1. Administration of emergency medications may be delegated to voluntary school personnel by a school nurse provided:

4.1.1. The school provides medication specific training to two or more school personnel who volunteer to be trained in the administration of the emergency medication. Training will be provided by the school nurse or another qualified, licensed medical professional and must be given annually.

4.2. Depending on the specific medication, a parent or legal guardian may be required to provide additional medical documentation before the administration of the medication by school personnel is authorized.

5. Student Self-Administration at School

GWA will allow a student to keep asthma medication, diabetes medication, or an epinephrine auto-injector in his/her possession and to self-administer. The following criteria must be met:

- 5.1. The student's parent signs the appropriate medication authorization form authorizing the student to self-administer asthma or diabetes medication, or an epinephrine auto-injector, acknowledging that the student is responsible for, and capable of self-administering the asthma or diabetes medication, or an epinephrine auto-injector; **AND**
- 5.2. The student's licensed health care provider signs the appropriate medication authorization form that states it is medically appropriate for the student to self-administer asthma or diabetes medication, or an epinephrine auto-injector and be in possession of the asthma or diabetes medication, or the epinephrine auto-injector at all times; the name of the asthma or diabetes medication prescribed or authorized for the student's use.

GWA recommends keeping these medications in the office so that office personnel are aware and able to better assist with the administration of the medication and monitoring of the student's condition.

Reference: [Utah Code 53G-9-502](#)



PROPOSAL FOR BOARD ACTION

Proposal Title: 515: Kindergarten Policy

Submitted by: Debbie Kauvaka

Originating Committee: Policies Committee

Please briefly describe: (1) the situation giving rise to the proposal, (2) the background behind the proposal, (3) your assessment of the situation/background, and (4) your recommendation to the Board.

Situation:

The state requires half-day and full day kindergarten be offered as a choice during the registration process along with the requirement to create a separate half-day class when a19 or more register for half-day. There is also a new law that requires all kindergarteners be potty trained. We need to update our policy to reflect these changes.

Background Information, including a list of reviewing committees:

Assessment:

Recommendation:

Look over the green-lined policy and approve the required changes.

Please submit this form with all accompanying paperwork to the Board Clerk, Shelbi Kelly, at skelly@gwacademy.org by the 15th day of the month of the Board meeting.

George Washington Academy (GWA) offers full-day and half-day Kindergarten to all students. Parents will be able to choose between half-day and full-day Kindergarten during the registration process. ~~At the request of a parent or in collaboration with administration, half-day Kindergarten will be available with Administration approval.~~ If there are nineteen (19) or more students requesting half-day at registration time GWA will provide a separate class for them. Half-day Kindergarten will be offered in the morning which is when all required content is taught.

All students must be toilet trained as per state law. As part of the registration process, GWA requires an assurance from the parent of an incoming student that the student is toilet trained as defined below. A student who is not able to be toilet trained before kindergarten because of a condition described in an IEP or Section 504 accommodation plan will be exempt from this requirement.

Definitions:

1. “Toilet trained” means that a student can:
 - a. communicate the need to use the bathroom to an adult;
 - b. sit down on a toilet;
 - c. use the toilet without assistance;
 - d. undress and dress as necessary, and;
 - e. tend to personal hygienic needs after toileting.
2. If an accident occurs a “toilet trained” child can independently tend to hygienic needs and change clothes

A student is not “toilet trained” if the student has accidents with sufficient frequency to impact the educational experience of the student or the student’s peers, as determined by GWA.