

**Weber State University Charter Academy**  
**Board of Directors Meeting**  
**Minutes**  
**August 2, 2016 5:00 pm**  
**WSU Education Building Room 18**

Attendees: Wei, Brittany, Isabel, Morris, Vince, Camie, Jami, via phone-Sheila, Anne.

1. Call to order
  - a. Welcome – Wei (Vice Chair) - Introduction of current members to new members.
2. Consent Items – Wei (Vice Chair) – Brittany motioned to approve June and July minutes, Vince seconded the motion, all in favor.
  - a. June 7, 2016 Minutes (pdf)
  - b. July 6, 2016 Minutes (pdf)
3. Ends Camie (Principal)
4. Executive Summary (pdf) – Letitia has been doing home visits this week. The AM session is full, the PM session had two drop and is currently at 17 students. Back to School night will be on August 16<sup>th</sup> at 6 pm. Board members are encouraged to come to back to school night.
  - Sheila- Suggested creating a WSU announcement. The online application is now open. Camie and Jami will work on getting the word out.
  - Anne- Suggested emailing current parents about openings.
  - Camie- Suggested announcing at new faculty breakfast on August 18<sup>th</sup>.
  - Isabel- Suggested putting an announcement on the Charter's and University's Facebook page.
  - Camie and Jami will work on these items done.
  - a. Principal Support – Camie- Will work on getting enrollment up.
5. Limitations
  - a. Financial Report March- Chad (pdf) - not present. Wei- Asked if there is any questions or concerns about financial report.
    - Sheila- Asked if there is still money coming in from last year.
    - Camie- money from UCA might still be come in.
    - Brittany motioned to approve financial report, Vince seconded, all in favor.
  - b. Committee Reports
    - i. Executive Committee- Sheila (Chair) - Annual report needs to be passed on to the Dean on August 15<sup>th</sup>.
      - Camie- Commented that still working on getting percentage of board trainings.
        1. Approve Annual Report – Wei motioned to approve annual report, Brittany seconded, all in favor. Camie will fix any errors and add GBOT numbers.
        2. Best time for meetings – Meetings will stay at the first Tuesday of every month at 5 pm.
        3. Elected positions
    - ii. Family Involvement Committee- Isabel (Parent) - Camie- Committees will be set up at back to school night.
    - iii. Academic Excellence Committee- Camie- Letitia went to a conference in New Orleans and received great information.
    - iv. Governance Committee- Sheila (Secretary) - Will report on this at next meeting.
    - v. Finance Committee- Chad (Treasurer)- not present
    - vi. Resource Development Committee – (Community Member) – Wei- Brittany will chair.
    - vii. Technology Committee- Wei (Vice Chair) – Wei- All updates have been completed except for the white boards being hung up.

6. Assessment and Development- Progress
  - a. Priority of Tasks for Charter in 2015-2016
    - i. Curriculum and Branding (What makes us unique?)
    - ii. Weber State Partnerships/ Activities/ Involvement
    - iii. NAEYC Accreditation
    - iv. Partnerships with established Charters
7. Open Public Comment
  - a. Sign-up sheet available prior to the board meeting
8. Other Business/ Items
  - a. Other items for next board meeting? Committee dates of meetings?
9. Next Meeting
  - a. September 6, 2016 at 5 pm
10. Adjournment



Sheila Anderson