

Weber State University Charter Academy

Board of Directors Meeting

Minutes

June 7, 2016

WSU Education Building Room 18

Attendance: Wei, Camie, Letitia, Janine, Abel, Vince, Anne, Morris, Brittany

Call In: Sara, Kylie, Bonnie, Sheila

1. Call to order
 - a. Welcome – Wei (Vice Chair)
 - i. Wei was representing Sheila.
 - ii. Introduce of Abel Mkina (WSU Financial Operations)
 1. Abel introduced himself and explained that he took over when Sherry Gale left. Everyone introduced themselves to Abel.
2. Consent Items - Wei (Vice Chair)
 - a. May 3, 2016 Minutes (pdf)
 - i. Janine motioned, Brittany seconded and all were in favor to approve.
3. Ends
 - a. Executive Summary – Camie (Principal) (pdf)
 - i. Camie shared that the Opera went great. She recognized Letitia, Tori and Lorraine for their hard work.
 - ii. She shared that the School Land Trust was approved.
 - iii. She said the Charter had been asked to be in the July 24th parade, and asked if anyone was interested? The board was not interested.
 - b. Principal Support
 - i. No support is needed at this time.
4. Limitations
 - a. Financial Report April- Chad
 - i. 2017 Budget Approval (pdf)
 1. Camie explained the why there is a 100 percent and a 75 percent budget. It was asked how the Charter has done this year with 100 percent and Abel shared that it has been doing pretty good.
 - a. Anne motioned and Vince seconded and all were in favor to approve.
 - b. Anne asked if the accreditation is approved, is there funding in the budget to compensate the extra work. Abel and Camie explained that it is not in the budget because it hasn't been approved.
 - b. Committee Reports
 - i. Executive Committee- Wei (Vice Chair)
 - ii. Family Involvement Committee- Kylie (Parent)
 1. No updates
 - iii. Academic Excellence Committee- Bonnie (Special Ed)
 - iv. Governance Committee- Wei (Vice Chair)
 1. Accreditation (pdf)
 - a. Sheila shared that the governance committee was asked to provide pros and cons and then at the last meeting the committee was asked to provide costs. They found out the annual renewal fee was much less than what they had anticipated.
 - b. It was suggested that if Jami were to learn the accreditation

and how to keep it up it would be the most stable position for the charter.

- c. Anne voiced her main concern is compensation for those who are taking on more work.
- d. Camie shared that it would be more work.
- e. Vince mentioned that if this is important for the CFS department then faculty should put some work in. Wei will notify the Chair of Child and Family Studies of these concerns.
- f. Sheila mentioned that Letitia needs to look at the materials to see what kind of time that she will need. She could use some of her time that she has under contract to look further. Vince mentioned if he was going to do something like this that it would be extra and he would want to receive a stipend.
- g. There was discussion about what a stipend would look like for this extra work. Camie shared that she gets an extra 3600 a year for the Children's School accreditation.
- h. Brittany shared that the minutes from April said the Child and Family Studies Children's School Committee will provide support with the accreditation. This committee is Dr. Ota, Sheila and Camie. Sheila shared that the committee just helps steer it.
- i. Anne made a motion for further exploration of other resources, time and money and for Letitia to take time to look into this and see feasibility as a lower priority. She feels it needs to be something beyond part of her normal job. Vince seconds the motion. All were in favor.

2. Policy/procedure updates (pdf)

- a. Camie shared that they still have 5 that need to be written. Some of the new legislative policies need to be updated. Camie clarified with Morris that the charter can use the university policies as a grandpa policy.
- b. Sheila just wanted to let the board know that this is in motion right now, and that Bonnie is working on this and being paid a stipend from the Dean, not the Charter. She is also working on a Charter revision for the matriculation agreement.

3. Charter revisions

- a. Sheila shared that the Dean would like to change a few things about the Charter. Wei asked who is working on this, Sheila or the Dean.
- b. The main changes will be with the matriculation agreement, changes with the primary administrator of the Charter, to the department of CFS to have more oversight and the number of board members reduced, the ideal number of members is 5-7.
- c. The timeline for making these changes is to approve them at the July meeting and then it will go to the WSU president's council to approve the changes. These changes to the charter will also require changes to the bylaws.

v. Finance Committee- Chad (Treasurer)

1. Title IIA Audit - Camie (Principal)

- a. State office is coming tomorrow. They are very unfamiliar with this audit.

- b. There will be an accounting Financial Audit on Thursday and Ron said they might want to interview Jackie and/or Carol.
- vi. Resource Development Committee – Sarah (Community Member)
- vii. Technology Committee- Wei (Vice Chair)
 - 1. They started the work in the classroom yesterday and they are moving very fast. Wei asked when it will be complete. Letitia thinks in the next few days.
 - 2. Camie mention that they would like to replace the bulletin boards with white boards. Bonnie thinks that was approved in the budget for supplies. Camie will work with Jackie to get these ordered before the end of the year.
- 5. Assessment and Development-Progress
 - a. Priority of Tasks for Charter in 2015-2016
 - i. Curriculum and Branding
 - ii. Weber State Partnerships/ Activities/ Involvement
 - iii. NAEYC Accreditation
 - iv. Partnerships with established Charters
- 6. Open Public Comment
 - a. Sign-up sheet available prior to the board meeting
- 7. Other Business/ Items
 - a. Recognitions – Wei (Vice Chair) & Camie (Principal)
 - i. Camie gave certificates to the members leaving.
 - ii. She also thanked Bonnie for everything she has done. She has made a huge impact this year. It really has turned the Charter around.
 - iii. Photography Budget: Camie asked if there is a way to pay for the work that a parent did for the opera this year, about 300.00 and to add to the budget for the future. Anne motioned, Janine seconded and all were in favor of paying her for this year and in the future. This will be paid out of the school administration account.
- 8. Next Meeting
 - a. TBA - July 5 or Aug , 2016 5:00-6:30 (Quorum 7 members)
 - i. Sheila was hoping we wouldn't have to meet next month, but because of the Charter changes the Dean would like the board to meet and approve the changes.
 - b. It was asked who could be there: Vince, Wei, Anne by phone and Sheila.
 - c. A motion was made to skip the July meeting. Sheila said she would like to hold off until the new board members are appointed to see if they have a quorum. Janine seconded the motion. Sheila and Brittany abstained. Four were in favor.
 - d. It was suggested to do a pole on what date might work in July and to wait to see if there will be a quorum.
- 9. Adjournment
 - a. Anne motioned, Wei seconded.


Sheila Anderson