

**Weber State University Charter Academy  
Board of Directors Meeting  
Minutes  
December 2, 2014**

Attending:

Excused:

1. Call to order
  - a. Welcome – C. Merrill
  
2. Consent Items
  - a. October 28, 2014 Minutes  
J. Zagrodnik made the motion to accept the minutes. B. Hofland seconded the motion. Motion passed.
  
3. Ends
  - a. Executive Summary  
See summary sheet. Quite a few referrals have been sent out for evaluation. Psychologist who evaluates students is out of Bountiful. Evaluation is based on what Natalie Williams, Special Education Director, requests. Students have both behavior and academic problems.
  - b. Principal Support  
Is there a way to support Principal to make sure teacher sends out monthly progress reports. Teacher is supposed to go out first of each month. They have not gone out since first of year. C. Bearden will check with teacher again.
  
4. Limitations
  - a. Financial Report  
B. Hofland made the motion to approve October's financial reports. P. Leytham seconded the motion. Motion passed.
  - b. Committee Reports
    - i. Executive Committee –C. Merrill  
Items will be discussed later in meeting.
    - ii. Family Involvement Committee – J. Ostrowski and D. Lund  
Discussed several fundraising activities. Also discussed the low number of parents that have been participating in FIC. Survey going out to see what would facilitate attendance.
    - iii. Academic Excellence Committee – B Hofland  
The committee feels it needs more information from stakeholders before it can move forward.  
B. Hofland proposed that the meeting on Friday be cancelled and that another meeting be scheduled with stakeholders and curriculum specialists for basis of plan. J. Zagrodnik seconded the motion. Motion passed.  
It was suggested to have more home/school connection. Books should be going home. The lesson plan send with the newsletter is not in a usable format to make home connections to classroom. Parents of last year's students who are currently serving on Board felt last year's students were not prepared for 1<sup>st</sup> grade.  
Board challenged Principal to evaluate the teacher and resources to accomplish the goals of the Academy and bring back to Board next month. Board would also like midyear assessment. If students are not making progress, things need to

change immediately. WSU students/faculty could help with student assessments.

- iv. Governance Committee – W. Qui  
Discussed changes in Strategic Plan from last Strategic Planning meeting. A. Bialowas made the motion of adding Accreditation by spring of 2018 and also to include the graphic. Motion was seconded by S. Gailey. Motion passed.
- v. Finance Committee – J. Zagronik  
School Land Trust committee met. No plan has been finalized yet. Discussed using part for teacher support and part for enhancement materials.
- vi. Resource Development Committee – S. Gailey  
Nothing
- vii. Technology Committee – P. Leytham  
Information coming in January.

#### 5. Assessment and Development

- a. Utah AED Grant  
Received an email that we received this grant.
- b. State Auditor Financial Report  
Audits were in by December 1, 2014.
- c. Teacher Assistant (Aide) Increase in Hours  
Motion was made by B. Hofland to increase Aide's hours to 40. Motion was seconded by P. Leytham. Motion passed.
- d. Special Education Teacher  
N. Williams is serving as special education teacher. If we have 3+ special education students, must have full time teacher. J. Zagrodnik made the Motion for a special educator for WSU Charter Academy when needed. A. Bialowas seconds. Passed.

#### 6. Open Public Comment

- a. Sign up sheet available prior to the board meeting  
P. Leytham brought letter from parent concerning issues of special education assessment. Emphasis was not on fixing the problem for individual students. J. Zagrodnik make motion the Principal secures protocol for Special Education files. Tina second. Passed.  
P. Leytham moved that Principal ensures proper assessment of students and that teachers and staff are appropriate, current techniques and communicates outcomes to parent. The principal will also be sure that the safety procedures and protocols and constantly followed. B. Hofland seconded the motion. Motion passed.

#### 7. Other Business/Items

- a. Scaffold Support for Curriculum Meeting – Friday, 12/5/2014, 1:30 p.m. – 4:00 p.m. – Room 018 - Bring treats – Cancelled
- b. Lottery & Children's Art Show March 3 beginning at 6:30. Board members will have assignments. Lottery sign up is open from January 1 to February 28, 2015.

#### 8. Next Meeting

- a. Tuesday, January 6, 2015

#### 9. Adjournment 6:30 p.m.