

**Weber State University Charter Academy
Board of Directors Meeting Minutes
December 3, 2013**

Attending: Chloe Merrill, Chair BOD, Asso. Dean, MCOE
Natalie Williams, Vice Chair BOD, Special Education Member
Wei Qiu, Secretary, Child & Family Studies
Jenny Kokai, Arts & Humanities Member
Bonnie Hofland, Teacher Education Member
James Zagrodnik, Treasurer, HPHP Member
Jessica Hunter, Student Member
Sara Gailey, Parent Member
Camie Bearden, Asst. Director, CFCE
Carol VandenAkker, WSUCA Administrative Assistant/Business Administrator
Amy Coleman, Administrative Assistant, Packer Center

Excused: Claudia Eliason, Community Member

1. Call to Order
 - a. Welcome
 - i. C. Merrill called the meeting to order.
2. Consent Items
 - a. October 29, 2013 Minutes (pdf)
J. Kokai made the motion to approve October 29, 2013, Minutes. J. Hunter seconded the motion. Motion Passed
3. Ends
 - a. Executive Summary
 - i. J. Zagrodnik questions the physical education in the charter academy. C. Bearden reported that students have been learning a dance and the teacher has set aside specific PE instruction time. J. Utley from HPHP has also come down and taught an activity to the children. J. Zagrodnik will offer 4 classes in the PE program that will help the quality of PE taught.
 - ii. Faculty is allowed to do lab work in the Kindergarten.
 - iii. Results of the discussion on Santa Clause
 1. An email was sent out to parents informing them of the opportunity for Santa to come. Parents can respond with objections.
 2. Parents had responded positively about the culture studies being taught for the holidays in December.
 - iv. C. Merrill is working with A. Hess to schedule Big Budda or Casey Scott for advertising.
 1. Parents are willing to bring children early.
 2. Hoping to schedule a day during the 2nd or 3rd week of February for them to come, just before the lottery.

- b. Principal Support-
 - i. Things are going well C. Bearden is able to balance time more effectively.
 - ii. C. Bearden is working on the immunization report that is due Friday, December 6, 2013.
4. Limitations
- a. Financial Report
 - i. Treasurer reports that things are going really well.
 - ii. The state will be taking back some of the funding for educator salary adjustment and supplies because we were allotted too much money.
 - b. School Calendar
 - i. There are not enough days in the calendar year if we follow Weber State University schedule.
 - ii. 2014-2015 Charter Academy Calendar is based on the current calendar.
 - iii. N. Williams questioned how the university gets out seven weeks before the Charter Academy. The university will take four weeks off for Christmas break. At the end of the fall semester there would only be 74 days.
 - 1. B. Hofland wondered if the calendar had been discussed with the Family Involvement Committee.
 - 2. Was not taken to the committee because it will not affect mot parents.
 - iv. Looked at Weber, Ogden, and Davis county calendars.
 - v. S. Gailey made the motion to approve the 2014-2015 School Calendar. J. Zagrodnik seconded the motion. Motion Passed.
 - c. Committee Reports
 - i. Executive Committee
 - 1. No report
 - ii. Family Involvement Committee (FIC)
 - 1. A. Van Leeuwen, J. Gibson was elected as co-chairs. H. Cozzens as Vice Chair and J. Bodine as secretary.
 - 2. Next FIC meeting will be held on December 11, 2013.
 - iii. Academic Excellence Committee
 - 1. Met last month and will be meeting again on Tuesday December 10, 2013. Will bring the report to next month's meeting.
 - iv. Governance Committee
 - 1. Priority is to finish strategic plan
 - 2. Discussed recruiting new board members and coming up with an orientation for new members.
 - 3. The Dean will decide who will be replaced on the Board of Directors.
 - a. The student member, both parent members and two faculty members will be changed.
 - i. J. Kokai wants to leave the Board.

4. Clarifications of the board member responsibilities, Developmentally Appropriate Practices and how to implement PE curriculum so that board does not feel divorced from the classroom.
 - a. Board would like to see how their decisions affect the classroom.
 - b. Need to make a plan to achieve that goal.
- v. Finance Committee
 1. School Land Trust Committee formed.
- vi. Resource Development Committee
 1. No Report
- vii. Technology Committee
 1. N. Williams wants clarification of what the parents want to see done with the iPads.
 - a. Parents concern that they have not seen the iPads in the classroom.
 2. iPad apps list have been sent out to parents and P. Dykman. The iPads will be used at center time as supplemental instruction only the color of table will be able to use them that day and it rotates during the week.
 3. N. Williams asked for clarification on what the responsibility of the technology committee is. The role is to see what technology is needed in the classroom and how it is being used.
 4. B. Hofland suggested having two trainings. One discussing how to use the new technology and the other for supplemental use as an interactive skill and drill tool.
 - a. J. Zagrodnik suggested using the iPads with other manipulatives.
 - b. W. Qui suggested reading Digital Literacy, a statement from NAEYC on technology.
5. Assessment and Development
 - a. Utah Consolidate Application (UCA) update
 - i. Three sections have been approved. One section is still under review.
 1. Consolidated part of the UCA is under review.
 - b. Results of the WSU Charter Academy Board of Directors Meeting poll for next semester
 - i. One for Monday at 5, Six for Tuesday at 5, one for Tuesday at six, one for Wednesday at 5. Six out of nine choose Tuesday at 5. One member did not respond.
 - ii. Discussion took place on all the times. The board agreed to try Tuesday at 5 pm.
6. Open Public Comment

- a. Sign up Sheet Available prior to the board meeting
 - i. No one from the public attended.
- 7. Other Business /Items
 - a. GBOT 13- New passwords sent via email on 11/15/2013
 - i. Passwords and user names are the same
 - b. Strategic Planning Meeting – Monday 12/16/2013, 9:00 a.m. - Noon- Bring treats. Moench Room 16.
 - i. S. Gailey will let us know if she can attend.
- 8. Next Meeting
 - a. January 7 at 5 p.m. which is the same night as the 125th anniversary of the University meeting will be kept short.
- 9. Adjournment
 - a. N. Williams motioned to close the meeting. J. Zagrodnik seconded the motion. Motion passed. Adjourned at 7 p.m.