

Weber State University Charter Academy
Board of Directors Meeting
Meeting Minutes
May 20, 2014- 5:00 p.m.

Board Members Attending: Claudia Eliason, Kimberly Hearn, Bonnie Hofland, Chloe Merrill, Wei Qiu, Natalie Williams, James Zagrodnik

Board Members Excused: Sara Gailey, Jenny Kokai

Academy Administration & Staff: Amy Coleman, Sherry Gale, Carol VandenAkker

1. Call to order
 - a. Welcome – Chloe
 - i. S. Gailey asked to be excused but will take over as the community member for next years board.
 - ii. J. Kokoai is out of town and is excused no replacement for her yet.
 - iii. J. Hunter out of town the dean has talked with a new student representative for next years board.
 - b. Thank you to out going Board Members
 - c. Introduction of incoming Board Members
 - i. Introduction of faculty, staff and new board members. Two years in fourteen days was the first meeting about the charter academy.
 - ii. C. Merrill explains how we are authorized we are the first to authorize a charter school. Alan Hall is our authorizer.
 - iii. Have been watched by the governor want us to maintain good standings to be a model.
 - iv. N. Williams will stay on the academic excellence committee. She was a co-chair and will need vote in a new co-chair.
2. Consent Items
 - a. April 1, 2014 Minutes – J. Zagrodnik made a motion to accept the minutes. B. Hofland seconded the motion. Motion passed.
 - i. New board members don't get to vote until new academic year.
3. Ends
 - a. Executive Summary-
 - i. Opera went excellent and will be held in a bigger location next year.
 - ii. Had a good parent/teacher conference turn out.
 - iii. We are full in both classes with people still on the waitlist for next year.
 - iv. AM and PM will both attend field day at 9 am on Tuesday, May 27, 2014.
 - v. There will be a small ceremony for kindergartens on the last day. They will be walking over the bridge to celebrate entering their first grade class.
 - b. Principal Support

- i. State Office of Education is offering a Principal conference. C. Bearden is trying to attend.
- ii. Give all suggestions to C. Bearden

4. Limitations

a. Financial Report- J. Zagrodnik

- i. Budget 2013-2014 - Slight errors. C. VandenAkker and J. Zagrodnik have not been able to fix errors. Some of the numbers are not adding up. Wondering if the program is not working correctly because the math is off. Page 2, 6, 10 are examples.
- ii. J. Zagrodnik will bring the changes and corrections back to the board.

- 1. N. Williams moves to accept the budget with future changes. B. Hofland seconded. Motion passed.
- 2. Need to move from 639401- instructional support to 639501 administrative support, \$3402.00
 - a. C. Eliason motioned to accept the motion. N. Williams seconded. Motion passed.
- 3. 639401 instructional 300- 639401 library 640 Move \$6,000 for take home readers.
 - a. B. Hofland motioned to accept change. C. Eliason seconded. Motion passed.
- 4. For the months of May and June, 2014, executive committee can move money with in accounts.
 - a. N. Williams made the motion to allow executive committee to move money within accounts for that period of time. B. Hofland seconded. Motion passed.

iii. Budget 2014-2015 approve - J. Zagrodnik and Sherry Gale

- 1. 340- under school administration
 - a. Professional services that will be needed
 - i. Contract was signed that for yearly fees, including rent, accounting, and legal fees, plus audits.
 - ii. Budgeted \$7,000 for auditors' fees but it could go up to \$8,000. Audit contract is good for five years. Did a head count for five minutes and charged us \$870. Cooperative agreement from accounting for auditor. Board of trustees and attorneys need to look through contract and make sure that they are not in breach of contract.
- 2. The rest of the budget follows closely to the current budget.

3. B. Hofland asked about cost of living salaries for employees. That has been budgeted for the 2014-2015 year.
4. Budgeted our money and money from the IDEA money to cover the additional costs for special education services. UCA for special education needs to be submitted by June 1.
 - a. B. Hofland commented that there may be additional services like occupational therapy that need to be covered. S. Gale clarified that is for other professionals.
 - b. Line 734 technology services for the camera.
 - i. Will be looking to purchase security cameras some of the money is hopefully coming from the grant and the rest from of our budget.
 - ii. B. Hofland wants to know if this is a high priority versus needing instructional supply. It does not have to be posted that we have cameras posted.
 - c. N. Williams motioned to approve budget. B. Hofland seconded. Motion passed.
 - d. S. Gale will send it to the state within the next week.

b. Committee Reports

- i. Executive Committee- C. Merrill
 1. Will be meeting this month, if needed.
- ii. Family Involvement Committee- K. Hearn and S. Gailey
 1. Last meeting will be tomorrow night.
 2. There will be a joint meeting with elections for the committee and land trust committees.
 3. The meeting will be at 7 pm in room 104.
 4. June 16 is when the A2 parking lot will be shut off.
- iii. Academic Excellence Committee- B. Hofland
 1. Sent out the evaluations for pre-service teachers will have results for next board meeting.
 2. Application and Proposal for conducting research
 - a. Was finished and condensed. All of the Chairs received but no feedback was given.
 - b. J. Zagrodnik questioned the word "amount". B. Hofland explained that ours will be a brief IRB. They will be able to refer to the IRB if more detail is needed. It's like writing a brief IRB, or executive summary.
 - c. Clarify that we just want a summary of the IRB. Change the title to Proposal Abstract. Wanted

