

Weber State University Charter Academy  
Board of Directors Meeting Minutes  
May 5, 2015 – 5:00 p.m.

Attending: J. Zagrodnik, D. Lund, S. Gailey, S. Gail, B. Hofland, J. Ostrowski, P. Leytham, W. Qui, T. Hunter, C. Merrill

Excused: A. Bialowas

Staff attending: C. VandenAkker, A. Coleman, C. Bearden

1. Call to order
  - a. Welcome by C. Merrill
  
2. Consent Items
  - a. April 1, 2014 Minutes  
J. Zagrodnik motioned to approve the minutes. S. Gailey seconded the motion. Motion passed. 1 abstention because of attendance.
  
3. Ends
  - a. Executive Summary
  - b. Principal Support
    - a. B. Hofland wants to know when the board will see the results of the assessments. C. Bearden explained they will be discussed in the June Board meeting.
    - b. The lottery is being opened and closed everyday. Enrollment numbers are low. The minimum number of students that we can have enrolled and still operate is 35 total. The board discussed different ways to increase enrollment. The last time that someone applied for the charter academy was April 17<sup>th</sup>, 2015.
    - c. P. Leytham wanted to know if we would be doing the parade again. A. Coleman will be meeting with D. Payne in the morning and will follow up.
    - d. The Charter Academy Teacher is on a ten-month contract and those dates she will work have been discussed with the teacher.
    - e. B. Hofland offered her support if there is any help needed during the summer.
    - f. C. VandenAkker and C. Bearden will be attending a conference in New Orleans in June.
  
4. Limitations
  - a. Financial Report – James
    - i. March 31, 2015
      - a. March - The School LAND Trust pays the teacher aide and we will wait to see what special education needs we will have to see if we need to rehire a special education paraprofessional. Based on the number of IEP's coming in. P. Leytham motioned to approve the financial report B. Hofland seconded the motion. Motion passed.
      - b. Budget Revisions this year- Questions arouse about parents paying for extended care. The parents pay the Melba S. Lehner Children's School and it gets subsidies by student fees. When the Melba S. Lehner Children's School is not open (they follow Weber State University's calendar) student fees do not pay the children's

school. The Melba S. Lehner Children's School, school year is extended for charter academy parents. The charter academy is paying for one teacher and one aide.

- c. The Melba S. Lehner Children's School created the extended care for the Charter Academy. The class could be removed and go back to a community preschool. When the extended care was changed for the Charter Academy a cooperative agreement was not in place but there needs to be one set up now.
  - d. They have two options the board can either pay for the extended care or they cannot use extended care at all through the year.
  - e. It is a plus to offer the extended care. We will lose parents if we pull the extended care. 1/2 of the students for next year are signed up for extended care.
  - f. Last year the Melba S. Lehner Children's School covered all the costs. The \$3000 amount is just for May 2015.
  - g. T. Hunter motioned to approve the proposal. S. Gailey seconded the motion. Motion passed.
- ii. Budget 2014-2015 revisions (to be sent on Monday, 5-4-2015)
- a. Schedule A
  - b. Breaks down the information based on the amount of additional weeks the Melba S. Lehner Children's school needs to run.
  - c. The Charter School has to pay for the additional time or we will shut down the extended care. \$50.00 per child per week.
  - d. We will have carry over from the last year. Is there a way to have parents pay for the extra care? The board does not have that option. It is the dean's decision. It goes against policy to make the decision. B. Hofland and S. Gailey would like to see this go as an information item and not a voting option.
  - e. Melba S. Lehner Children's School sends out a notice to get parent interest and if there are not enough needing it, the Children's School will not run.
  - f. Accounting requesting a \$500.00 increase. S. Gailey motioned to approve the motion. D. Lund seconded the motion. Motion passed.
- iii. Budget 2015-2016 approval to be sent on Monday 5-4-2015)
- a. The budget has to be submitted to the state. S. Gale went over the increases and additions to the budget. Discussed the rates of different items and informed the board of carry forward amounts and what the budget looks like for next year. The budget is high because you do not want to report to the state that you went over budget.
  - b. Have to submit 100% enrollment and 75% enrollment to the state. The funding will drop based on enrollment. If we were only at 75% then we would be in the negative based on the amounts that we spent this year. The budget adjusts based on the amount of students currently enrolled. The state comes in and does an audit to adjust the amount we receive.
  - c. Even if we run at 75% we have enough carry forward that would cover the funding that we lost.
  - d. We have a \$10,000 difference between next years budget versus this years budget. The WPU's went up but the special education

funding went down. The legislature cut funding in three areas that affects our funding. We will not get the start up grant this year because it was only a three-year grant. The UCA funds are not shown in this report. This is a starting point. The budget will be more solid in August.

- e. B. Hofland motioned to approve the budget. T. Hunter seconded the motion. Motion passed. 1 abstention.
- b. Principal Evaluation – Bonnie
  - a. The decision rule with the percentages that was pulled out of thin air. C. Bearden does not know how she will feel about it until it is done.
  - b. Board feels like they want to re-evaluate the percentages after the first evaluation is done. The evaluation will be completely transparent and will report to the board. A Formative Formal and a Summative Assessment will be done. The calendar is attached. Cannot evaluate C. Bearden without end of year assessment. S. Gailey motioned to pass the principal evaluation. W. Qui seconded. Motion passed.
- c. Committee Reports
  - i. Executive Committee –Chloe
    - a. Nothing new to report
  - ii. Family Involvement Committee – Jenn and David
    - a. Note cards are available.
    - b. The Dinosaur Park day is on May 16. The tickets have to be bought in advance. The FIC wants to advertise to the Melba S Lehner Children’s School and various places on campus.
    - c. J. Ostrowski will rewrite the FIC Policy.
    - d. Celebrated teacher appreciation week a week early.
  - iii. Academic Excellence Committee – Bonnie
    - a. P. Leytham is chairing an exploratory committee with Teacher Education. Ogden School District has a building that they are willing to partner with us and Weber School District may have a building also. (For Expansion)
    - b. The Ogden Superintendent wants to come to the table and discuss the options.
    - c. It takes two years to get your satellite school to go through.
    - d. The Teacher Education exploratory committee wants to work with the Child and Family studies department. There is no one currently sitting on the committee from Child and Family studies.
    - e. Weber State would still have the say in the curriculum if we partnered with Ogden City School.
    - f. The important part of expansion is the curriculum.
    - g. All of our level students would go to the Charter and also the public school.
    - h. There is not a big interest from Teacher Education yet. They are focusing on accreditation and are not ready to take on any extra projects because they have been working on the mentoring academy and accreditation.
  - iv. Governance Committee – Wei
    - a. Nothing to new to report. The new board will hopefully be introduced at the June 2 meeting. B. Hofland decided to move

the June meeting. There are potentially 6 board members that maybe replaced.

- v. Finance Committee – James
    - a. Nothing else at this time.
  - vi. Resource Development Committee - Sara
    - a. Member left
  - vii. Technology Committee – Patrick
    - a. Teacher would like to project two different things on the different screens. P. Leytham needs to follow up with P. Dykman. C. Bearden will talk with him when she discusses other issues.
    - b. There is no technology policy. P. Leytham wants to know if he needs to draft one. If changes need to be made he will draft a policy and bring it to the board.
5. Assessment and Development
- a. UCA Update– Camie
    - a. C. Bearden will go in and submit it and will also be applying for the preschool one because it applies to children under the age of six.
  - b. School LAND Trust Update – James
    - a. The School LAND Trust has been submitted and will now go to the board of trustees.
6. Open Public Comment
- a. Sign up sheet available prior to the board meeting
    - a. No public in attendance
7. Other Business/Items
- a. Dinosaur Park – May 7, 2015
    - Invited to attend may bring families.
    - b. Opera – May 13, 2015 – 6:00 p.m.
      - a. Board members are encouraged to attend and need to wear their Charter Academy shirts. The AM will perform at 6 and the PM will perform at 7. There will be refreshments and the art show.
8. Next Meeting
- a. June 2, 2015-Subject to change based on low projected attendance.
    - B. Hofland will send out a doodle to find out when everyone can meet.
9. Adjournment
- a. J. Zagrodnik motioned to adjourn. B. Hofland seconded the motion. Motion passed. Meeting adjourned at 6:37 pm.