

Board of Directors Meeting
Tentative Agenda October 22, 2020 4:00-5:00 pm
Zoom <https://weber.zoom.us/j/97623108045> Meeting ID: 976 2310 8045

Additional meeting materials are in the [shared google drive folder](#) and may also be accessed using the links below.

4:00 -4:05 - Welcome –Teri (chair)

4:05 Consent Items

- Brittney (Secretary) Approval of Aug Minutes (p. 2-4) VOTE
- Stephanie (Treasurer) Budget Report Approval VOTE

4:15 Morris - Open Public Meeting Training. <https://ucap.schools.utah.gov/Library> New BOD members please complete GBOT #4 on open public meetings by end of October. (Teri & Scott completed)

4:30 Board Business

- Policy proposals from Aug meeting – are all updated on website
- Strategic Plan Progress Review (Action Item from Aug -Approval) VOTE
- Principal Executive Summary

- COVID-19 Plan Implementation update
- Angela Page Health Consultant (vision screening? Hearing screening?)
- Family Involvement Committee update
- LANDTrust Committee update
- Special Education Services update

- Action Items Follow-Up (Completed)

- Reimbursement for BOD chair service follow up needed
- Financial info systems (HB 67) and accounting methods (HB 242) meet requirements. Camie completed
- New board member contact information updated with Abel - completed
- Action Item: Annual Conflict of Interest Statement to be signed and forwarded until all signatures and then final copy to Sally to post on the Website - completed
- Action Item: Schedule principal evaluation meeting Teri (Chair) - completed

- Continue to Watch 2020

HB 114: Possible funds available to provide training and coaching to teachers. “LEAs will identify schools and grades that demonstrate a need for improved learning outcomes and provide targeted professional learning and follow-up to support teachers in advancing their students’ learning.” LEA Action: Establish an early learning plan, select and administer a mathematics benchmark assessment, optional for kindergarten, and apply for the grant program, if interested. Math Plan like the Literacy Plan is likely coming-refer to Curriculum Committee (Camie, Brittany and ???)

5:40

- Open Public Comment: Sign-up sheet available prior to the board meeting
- Evaluation

-Next Meetings: December Holiday Social?

January Applicable midyear

- LANDTrust & FIC committee updates.
- Special Education services report
- Principal Evaluation Subcommittee Midyear progress review

5.45 Adjournment

Board of Directors Meeting
Minutes Draft August 18, 2020 4:10-5:30pm
Zoom Meeting Link <https://weber.zoom.us/j/4221496779>

4:10 -4:30 New Board Orientation (Wei, Teri, Sheila, Camie should attend) – Brittney (Secretary)

4:30 - Welcome –Sheila (chair): Complete the [Annual Conflict of Interest Statement](#). Please sign and email a scanned copy to the next person on the signature list. Please copy Sally, Camie and Teri (sallywest@weber.edu, CBEARDEN@weber.edu, terihenke@weber.edu) on the emails.

- **In attendance is Sheila, Teri, Brittany, Wei, Morris, Alex, Stephanie, Camie and Angela (health consultant)**
- **Thank Brittany for the New Board Orientations and welcomed the new members Wei and Teri.**
- **Annual Conflict of Interest Statement to be signed and forwarded until all signatures and then final copy to Sally to post on the Website.**

4:35 Consent Items VOTE

– Brittney (Secretary): Approval of June & July Minutes (p. 3-5 this document)

– Stephanie (Treasurer): Approval of June (Year End) & July 2020 [Budget Reports](#) (attached FIC, WSUCA Board Report, WSUCA June & July 30)

- **Stephanie is comfortable with where the budget from the discussions in June.**
- **Brittany motion to approve both minutes and financial, Alex seconded, approved**

4:40 Board Business

-Principal [Executive Summary](#), including current progress on COVID-19 reopening plan – Camie (Principal)(attached)

- **Camie goes over the Executive Summary attached.**
- **Action Items: Camie contact health department, seek feedback from parents**
 - **Parents are very happy with our Reopening Plan. Lots of good feedback.**
 - **Health Department says we do not need to contact them until we have a case! Contact with the Weber-Morgan Health department is Jenny Richardson.**

-Literacy Plan review and approve – Camie (Principal). The [draft submitted to the state](#) for review see attached. If the state has additional revisions, we may need to reapprove. VOTE to approve.

- **USBE has preapproved the Literacy Plan. Some revisions were needed.**
- **Imagine Learning has to have so many minutes on thru the school year, which will be helpful if another shut down happens.**
- **Teri asked how the minutes are documented, and it is explained that the curriculum goes hand in hand and not each different area by themselves.**
- **Sheila suggested that the Board go over the Literacy Plan in the June Board meeting.**
- **Alex motioned to approve, Brittany seconded, approved**

-Equity position statement progress - Alex (Vice Chair)

- **Met once and discussed if there should have 2 different or if there should just be 1 for the whole department with both the Charter and the Children's School in it.**

-Legislative and accreditation policy updates

a. Policy Revisions VOTE to approve (see attached):

[Accreditation Requirement Policy Updates](#)

- Assessment of Student Development and Learning (p. 173)
- Staff Absence/Late Policy (p. 195)
- Professional Development Plan (p. 221)
- Staff Orientation (p. 228)
- Challenging Behaviors- New Policy (p. 237)
- Student Discipline Policy (p. 307)
- Suspension/Expulsion and After School Detention Policy (p. 317)
- Child Supervision and Ratios Policy (p. 336)
- Food Safety & Feeding Policy (p. 341)
- Medical and Dispensing Medication Policy (p. 350)

- Facility Management (p. 394)
Numbering updates. The NAEYC Accreditation standard number or Utah Code number has been updated in the following policies to reflect changes made by those entities.
 - Extra-Curricular Activities and Student
 - Curricular Clubs
 - Education Association
 - Educator License- Highly Qualified
 - Educators and Parental Notification of Educator Qualifications
 - Bullying, Cyber-Bullying, Harassment, and
 - Hazing
 - Dissemination of Information about Juvenile Offender
 - Prohibition of Corporal Punishment Policy
 - Student Code of Conduct Policy
 - Suspension/Expulsion and After School
 - Detention Policy
 - Medical and Dispensing Medication Policy
 - Reporting Child Abuse and Neglect Policy
 - School Emergency Plan Policy
 - Search of Person or Property Policy
 - School Personnel and Medical
 - Recommendations
 - Dual Enrollment Policy
 - Dress Code Policy
 - Facilities Usage
 - **Brittany motioned to approve, Stephanie seconded, approved**
- b. Legislative Updates (p. 6)
- HB 99: Recommend exploring this as an option for moving to a full day kindergarten program by obtaining an estimate of the funding amount we would qualify for.
 - HB 114: Recommend subcommittee to work on mathematics coaching, training and bench mark assessment approval plan.
 - HB 14: Reviewed truancy policy. [_____](#) Updated [Attendance & Absence Prevention Policy](#) (see p. 176) purpose statement to reflected current code numbers and requirements that changed the age at which parents may receive truancy notices from 12 and older to 6 and older in grades 1st-6th. VOTE to approve amendments.
 - o Stephanie motioned to approve, Alex seconded, approved
 - HB 67: Follow-up with Abel regarding if financial information systems communicate with State Board computer systems effectively and meets requirements.
 - HB 242: Follow-up with Abel regarding if required accounting methods are being used.
 - SB 166: Has the student data collection and rights notice statement been sent this year?
 - o **Action Item HB 67: Camie will follow up with Abel regarding if financial information systems communicate with State Board computer systems effectively and meets requirements. Will CC Stephanie.**
 - o **Action Item HB 242: Follow-up with Abel regarding if required accounting methods are being used.**
- Review of new Early Childhood/Early Childhood Education Field Experience Program structure –
Sheila (chair)
- **Goes over the restructuring of the Charter Board Governance**

–Board member elections. Wei Qiu Department chair will appoint the board chair. Open nominations for vice chair and secretary. VOTE to approve board member offices vice chair, secretary, and treasurer.

- **Wei, appoints Dr Teri Henki as the new Chair.**
- **Teri asks if Stephanie wants to stay as Treasure, and she agrees to stay.**
- **Teri then asks Brittany if she wants to stay as Secretary and she agrees to stay.**

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- **Wei is nominated as Vice Chair and she accepts**
- **Wei motions to approve, Brittany seconds, approved**

-Review Approved Board Meeting Calendar (p.7 this document). VOTE if amendments are needed.

- No changes made

-Review & Approve 2020-2021 Strategic Work Plan – (New Chair) & Camie (Principal): VOTE (attached - Sally responsible for uploading this).

- Camie goes over the Strategic Work Plan
- **Action Item: Voting on the Strategic Work Plan at Octobers meeting**

-Establish and approve Principal Evaluation subcommittee (New Chair): VOTE

- Wei, Teri and Brittany will be the new Principal Evaluation subcommittee.
- Stephanie motions to approve, Brittany seconded, approved

5:15:

-Review action items – Sally (Administrative Assistant)

- **Action Item: Update new board member contact information with Abel.**
- **Action Item: Camie will ask Abel about the Reimbursement and if it came out of last Fiscal Years budget or this year? Should it be done by Semester or at the end of the year.**

-Action Item: Schedule principal evaluation meeting Teri (Chair)

-Meeting evaluation Teri (Chair) & Sheila

5:25

-Open Public Comment: Sign-up sheet available prior to the board meeting

-Next Meeting: October

TBA. Adjournment

- Wei motioned to adjourn, Stephanie seconded, approved

Action Item: Camie and Stephanie to follow up with Abel