

**Board of Directors Meeting:  
Minutes Approved  
Date: Tuesday, January 26, 2021  
Time: 4:00-5:30pm**

**Zoom Meeting** <https://weber.zoom.us/j/93233647603?pwd=VUZYaTlueHlwdzhoTmJXK2h2V0Fkdz09>

<p><b>Welcome and Introductions</b></p>	<p><b>Members attending:</b> Teri Henke, Chair; Wei Qiu, Vice Chair; Scott Moore, Parent Rep; Brittany Goddard, Secretary; Stephanie Speicher, Finance  <b>Others attending:</b> Camie Bearden, Principal; Morris Haggerty, Asst. Attorney General   <b>Absent:</b></p>
<p><b>Agenda Overview</b></p>	<p>Open Public Comment: Sign-up sheet available prior to board meeting</p> <p>4:00 – <b>Welcome &amp; Check-in</b> (Chair: Teri)          ➤ <b>To get to know the Board Teri asked everyone to share their earliest childhood school memories.</b></p> <p>4:14 <b>Approval of October Minutes</b> (Secretary: Brittney) <u>Consent Item VOTE</u>          ➤ <b>Brittany motions to approve, Scott seconds, approved</b></p> <p>4:15 <b>Board Training 1:</b> Questions to Ask at Your Board Meeting (6:03min video)          • Discussion          ➤ <b>Watched the training -</b></p> <p>4:25 <b>Old Business:</b> Policies and Procedures Follow up on Action Item from Oct.          • <b>Action item:</b> Find out if a vote needs to happen by the Board, as one of the Subcommittee members could not stay on the committee and a new Board member was appointed. Check Policy Handbook  <i>“In consultation with other board officers, appoints volunteers to key leadership positions, including positions as chair of board committees and task forces, and cultivates leadership succession.”</i>          ➤ <b>No, there does not need to be a vote, the Chair can appoint new committee members.</b></p> <p><b>New Business:</b> Recodification of Policies and Procedures          • Motion: Amend the policies and procedures to update Utah Code references including from 53A to 53E <u>Consent item VOTE</u>  <a href="https://le.utah.gov/asp/interim/edurecod.asp">https://le.utah.gov/asp/interim/edurecod.asp</a>          ➤ <b>Camie was to look and find the changes that were made in 2018, in August it was voted on the changes that were made.</b>          ➤ <b>Brittany motioned to amend policies, Wei seconds, approved</b></p> <p>4:30 <b>Reports</b>          • Budget Report and Approval (Treasurer: Stephanie) <u>Consent Item VOTE</u>          ➤ <b>Asked Camie how she feels about the budget during Covid? Camie says discussion has been brought up about getting more para’s.</b>          ➤ <b>Stephanie says the budget is looking great and are in the positive half way through the year.</b>          ➤ <b>Scott motions to approve, Brittany seconds, approved</b>          • Principal Reports          ○ Executive Summary – Mid-Year Progress Indicators (Principal: Camie)          ➤ <b>Imagine Learning midyear report updated.</b></p>

- Imagine Learning math report would not show up, so Camie is working with the lady at Imagine Learning to get this fixed.
- Words Your Way is a spelling assessment, is new and has been added since last month. Questions were asked about the benchmarks.
  - Is there a plan to help the below and well below students improve?
  - The teacher is now breaking students into small groups to help students in specific areas.
- Acadience reading is being done now. Will have data available next month.
- Mid-year Math assessment will be done next week. Will have data available next month.
- A request for a graph to be added on some of reports.
- Curriculum Committee need to look @ the assessments and match it to the curriculum being used in the classroom.
- Volunteer hours are up at this time
- Survey needs to go out.
- Assessment (DRDP) and Curriculum updates
  - Does not give solid data along a continuum. We now have it online and the data will be available at the end of Feb and then the end of year. 1<sup>st</sup> time we will use the program electronically.
- Special Education updates
  - Hired a new morning part-time, Para as the other Para we hired cut her hours. There is also a student doing a project for graduation who has gotten permission to do her project in the Charter.  
**Action Item:** send paperwork to Morris to make sure everything is legal for this project.
- Committee Reports
  - Family Involvement Committee (Principal: Camie)
    - Met mid-January, talked about what the FIC does
      - Fundraising, a Family end of the year night, Parent Teacher Conference meals, things Letitia would like for the classroom.
      - Will meet again in February
  - School LAND Trust Committee (Principal: Camie)
    - We met, talked about what the funds can be used for, what they can't be used for etc. Will meet again on the 3<sup>rd</sup> of Feb to approve what the funds will be used for.
    - Funds increased again this year.
  - Principal Evaluation Committee (Chair: Teri)
    - Tool being used now is very cumbersome, so looking for a new tool to help with the evaluations.

4:45 **Board Training 2:** Enrollment (12:20min video)

- Discussion: Enrollment and lottery updates and planning

5:20 Review Action Items

**Action:** Camie follow up Morris about student working  
 Camie will look for revisions of code in policies  
 Camie will let us know if we have to vote on Land Trust

**Action:** Teri will schedule lottery meeting the first week of March if needed.

- Lottery was scheduled for March 3<sup>rd</sup> if needed

**Action:** ALL - watch audit training

	<p>5:25 Board Meeting Evaluation</p> <p>5:30 Adjournment</p> <p>➤ <b>Brittany motioned, Stephanie seconds, approved</b></p>
<b>Voting Items</b>	<p><b>Consent Items:</b></p> <p>October 2020 Minutes Budget Reports Recodification - technical update</p>
<b>Discussions and Board Business</b>	<p><b>Notes:</b></p> <p>Discuss Words Their Way as an assessment - perhaps Curriculum and Assessment Committee should meet to discuss</p>
<b>Documentation of Trainings &amp; Resources</b>	<p><b>Notes:</b></p> <p>Training 1: <a href="#">Questions to Ask at Your Board Meeting</a> (6:03min video) Training 2: <a href="#">Enrollment</a> (12:20min video)</p>
<b>Continue Watching</b>	<p>H.B. 114 Early Learning Training and Assessment Amendments: This bill provides programs and assessments to improve early learning in literacy and mathematics. Passed and Signed 2020 <a href="https://le.utah.gov/~2020/bills/static/HB0114.html">https://le.utah.gov/~2020/bills/static/HB0114.html</a> Reading benchmark assessment: <a href="https://le.utah.gov/xcode/Title53E/Chapter4/53E-4-S307.html?v=C53E-4-S307_2020070120200701">https://le.utah.gov/xcode/Title53E/Chapter4/53E-4-S307.html?v=C53E-4-S307_2020070120200701</a> Math benchmark assessment: <a href="https://le.utah.gov/xcode/Title53E/Chapter4/53E-4-S307.5.html?v=C53E-4-S307.5_2020070120200701">https://le.utah.gov/xcode/Title53E/Chapter4/53E-4-S307.5.html?v=C53E-4-S307.5_2020070120200701</a></p>
<b>Next Step/ Action Items</b>	<p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>● All board members – required Audit Training (1.5 hours) - propose this is completed individually in lieu of scheduled Feb. 23 meeting.</li> <li>● Lottery meeting- to be scheduled after Feb. 28</li> <li>● Date: TBA Lottery if needed??? <b>March 3, 2021 if needed</b></li> <li>● March 23:             <ul style="list-style-type: none"> <li>○ Curriculum &amp; Assessment Subcommittee</li> <li>○ Principal Evaluation Subcommittee progress review</li> </ul> </li> </ul>
<b>Reference Documents</b>	<p><a href="#">Financial Reports</a> <a href="#">Executive Summaries</a> <a href="#">Other Items for Reference</a></p> <ul style="list-style-type: none"> <li>● October Meeting Minutes</li> <li>● Compliance Documents (Aggregated Student Membership docs)</li> <li>● Related Policies: Principal Eval, Lottery</li> </ul> <p>WSUCA Website Links: Lottery <a href="https://weber.edu/charteracademy/enrollment.html">https://weber.edu/charteracademy/enrollment.html</a></p>