

Board of Directors Meeting: Tentative Agenda

Date: Tuesday, January 26, 2021

Time: 4:00-5:30pm

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

<p>Welcome and Introductions</p>	<p>Members attending: Teri Henke, Chair; Wei Qiu, Vice Chair; Scott Moore, Parent Rep; Brittany Goddard, Secretary; Stephanie Speicher, Finance Others attending: Camie Bearden, Principal; Morris Haggerty, Asst. Attorney General</p> <p>Absent:</p>
<p>Agenda Overview</p>	<p>Open Public Comment: Sign-up sheet available prior to board meeting</p> <p>4:00 – Welcome & Check-in (Chair: Teri)</p> <ul style="list-style-type: none"> ➤ To get to know the Board Teri asked everyone to share their earliest childhood school memories. <p>4:14 Approval of October Minutes (Secretary: Brittney) <u>Consent Item VOTE</u></p> <ul style="list-style-type: none"> ➤ Brittany motions to approve, Scott seconds, approved <p>4:15 Board Training 1: Questions to Ask at Your Board Meeting (6:03min video)</p> <ul style="list-style-type: none"> • Discussion ➤ Watched the training - <p>4:25 Old Business: Policies and Procedures Follow up on Action Item from Oct.</p> <ul style="list-style-type: none"> • Action item: 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> ➤ No, there does not need to be a vote, the Chair can appoint new committee members. <p>New Business: Recodification of Policies and Procedures</p> <ul style="list-style-type: none"> • Motion: Amend the policies and procedures to update Utah Code references including from 53A to 53E <u>Consent item VOTE</u> https://le.utah.gov/asp/interim/edurecod.asp ➤ Camie was to look and find the changes that were made in 2018, in August it was voted on the changes that were made. ➤ Brittany motioned to amend policies, Wei seconds, approved <p>4:30 Reports</p> <ul style="list-style-type: none"> • Budget Report and Approval (Treasurer: Stephanie) <u>Consent Item VOTE</u> <ul style="list-style-type: none"> ➤ Asked Camie how she feels about the budget during Covid? Camie says discussion has been brought up about getting more para's. ➤ Stephanie says the budget is looking great and are in the positive half way through the year. ➤ Scott motions to approve, Brittany seconds, approved • Principal Reports <ul style="list-style-type: none"> ○ Executive Summary – Mid-Year Progress Indicators (Principal: Camie) <ul style="list-style-type: none"> ➤ Imagine Learning midyear report updated. ➤ 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. 1st 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 3rd 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 3rd if needed**

Action: ALL - watch audit training

5:25 Board Meeting Evaluation

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