

BOARD OF DIRECTORS MEETING

June 15, 2023

7:00PM

1051 W 2700 S

Perry, UT 84302

**Trustees:** **Director:**

Michelle Flynn Jennifer Blaine

Amber Edelman

Dorothy Dobson **Visitors:**

Karen Braithwaite Tammy Stutznegger

Stephanie Quintero Brian Cates

Matthew Flynn

**Officers:** Emily Morgan

Amber Jenks

7:07 PM – **CALL TO ORDER:** Amber Edelman

•         Welcome/Mission Statement and Pledge:  Michelle Flynn

7:15 PM – Training:  Board Assessment.  Evaluate Board annually. Establish training needs.  Self-Assessment for the board.  Have a strategic plan.  Budget/Review Training.  Annual Assessment done in the spring.  Work on communication via email.

 7:41 PM – **MINUTES**

·         05-18-2023 Board Meeting Minutes: Michelle motions to approve.  Karen seconds.  Motion is carried.  Dorothy and Zach abstain.  Will need to vote on in August.

7:20 PM – **PUBLIC COMMENT:** NONE

7:30 PM – **FINANCE REPORT**

·         Budget Review – Brian Cates: In the last month of the fiscal year.   PTIF report $51,000 interest earned this fiscal year.  $6900 in month of May.  $600,000 withdrawn for bonding process.  Moved them over to US bank as part of down payment. Will continue to invest funds into our PTIF. Operating margin.  In a good spot for this time of year.  Forecast as of end of May at 92% through fiscal year.  Cash balance dropped due to our withdraw but overall our cash position is strong.  End of May enrollment is at 432.  Total projected net income is just over $200,000 which is good.  Right where we would project to be at the 4% mark. Budgets will be passed over to Spencer at Redapple.  They will need to be submitted by the end of July.  Do some training on operating margins, and terminology training, charter school accounting funding, help us understand what they are to be looking for every month.

8:00 PM – **BUSINESS ITEMS**

·         Expansion/Construction Update:  Matthew Flynn.  Not much to report yet.  Working on an image repository of pictures of progress that will be put online.  Our permit is still in processing.  Outside work is moving along.  Next OAC meeting is on Tuesday.

·         Volunteers & Visitors:  Approved and voted on in 2022.  Suggested having any volunteer having a drivers license background check ran.  Update policy and vote on in August.

·         Wellness Policy:  Table until August.

8:15 PM **ACTION ITEM**

7:57PM·         Current Fiscal Year Final Amended Budget:  Zach motions to approve.  Michelle seconds.  Motion is carried.

7:57PM·         Next Fiscal Year Budget:  Line items we try to be conservative.  Our state funding is good.  Slight increase in federal revenue–still have some ESSER funds and the SRSA grant.  $214,000 increase.  The following year we will have a significant increase in our bond payment and a drop in our federal funding. Increase in salaries.

Michelle motions to approve.  Zach seconds.  Motion is carried.

·         Audit Committee Members:  Finance committee:  Emily Morgan, Michelle Flynn, Brian, Shawna, and Jennifer Blaine.   Dorothy motions to approve.  Zach seconds.  Motion is carried.

·         Calendar—Back to School Night:  Due to construction, teachers are not able to get into the school until August 15th.  Possibility holding it after school starts–remembering it is the fair week. Maybe invite the new students to come meet their teachers before school starts.  Hold it August 28th.  Instead of the 30th.  Dorothy motions to approve.  Zach seconds.  Motion is carried.

·         Ratify Director:  Read through all of the surveys. Majority of them were very positive.  Annual agreement was signed.

Dorothy motions to approve.  Zach seconds.  Motion is carried.

·         Ratify Board Members & Terms:  Emily Morgan new member.  Michelle Flynn Vice Chair, Dorothy Dobson Trustee, Stephanie Quintero Trustee, Zach Davis Trustee, Karen Braithwaite Trustee, Amber Jenks POP officer, Jennifer Blaine Director, Amber Edelman Board Chair.  Emily Morgan as financial trustee.  Runs the Edge Gymnastics in South Willard. Has a base knowledge of finances.

Stephanie motions to put Emily Morgan as a financial treasurer trustee.  Karen seconds.  Motion is carried.

Trustees can do 2, 3 year terms.  Amber Edelman 8-1-19, Amber Jenks officer POP Pres Aug 16, 2022, Dorothy Dobson trustee 8-1-2019, Michelle Flynn Vice Chair Trustee 5-1-2019, Becca Ashby trustee 5-20-21, Zach Davis trustee 5-20-21,

Zach motions to approve.   Michelle seconds.  Motion is carried.

·         Review/Ratify Committees:  Table until August

·         Next School Years Fundraisers:  Smith’s, Box Tops, Used Clothing Sale

Michelle motions to approve.  Stephanie seconds.  Motion is carried.

·         Early Learning Program:  Karen motions to approve with Reading Horizons.  Zach seconds.  Motion is carried.

·         Fall 5/6 Overnighter:  Crater of the Moon. Karen motions to approve.  Dorothy seconds.  Motion is carried.

·         ½ Fieldwork:  Idaho:  Bear River Hot Springs in Preston, ID. Zach motions to approve.  Stephanie seconds.  Motion is carried.

·         Emergency Plan:  Fix page numbers and update incident commander to director.  Karen motions to approve.  Michelle seconds.  Motion is carried.

 8:40 PM **DIRECTOR’S REPORT**

·         Staffing Update:  Looking for a library aide. Kitchen Aide part time. Everything else is filled.

·         Enrollment/Lottery:  443 Fully registered.  Waiting on 7 others to get in their registration information. Once all offers are accepted, our enrollment will be at 455.

·         Student Achievement:  End of year testing results in reading:  Kindergarten 73% average in literacy, 17 points higher than last year. End of year testing results in math:  Kindergarten 84% average score, 6 points higher than last year.

·         Charter Agreement Goal:  Student Achievement–percentage of students attending target number of days (167 school days)  52%/94%; Within year enrollment rate–95%/84%; Continuous enrollment–percentage of students continuously enrolled from K-8–44%; Students make connections with ideas and community–100%/100%; study of great thinkers–Percentage of classrooms that use one or more great thinkers in each expeditions  100%/94%; Empower children to embrace challenge and act with humanity–100%/94%.

·         Professional Development:  Lots of summer PD experiences funded with ESSER funds, teachers choose their own experiences and request funding for these courses:  Heather: SongWorks, Nathan: Suzuki Instruction; Lisa Wells: Science conferences; Tami, Susan & Becky: UAPCS Conference; Jennifer: Reading Horizons leadership Academy; Susan & Darnelle:  STEM endorsement; Megan: Child Development and Math Methods courses; April:  Montessori methods courses; Missi & Country:  LETRS; Sandy:  Arts Integration, Arts are Core, and Human Kinetics courses; Angela, Melissa, and Ralph:  Inclusion conference and behavior course.

·         Public Relations:  Requests to use the west side, social media posts with enrollhand, video advertisement with Walker Cinemas, Request for BENJ article about expansion, State Charter Board award night at SL Bees game.

 9:16 PM – ADJOURN:  Stephanie motions to adjourn.  Zach seconds.   Motion is carried.

 \*Next scheduled Board Meeting:  August 17, 2023