



Wasatch Charter School  
4 April 2017  
Governing Board Meeting  
11:00 AM - 1:00 PM  
1458 East Murray-Holladay Road, Holladay, UT 84117

Presiding: Kim Haleck, Vice President

Time: 11:13 am

1. Roll call:

Trustees present: Kim Haleck, Vice President  
Ary Faraji, Secretary  
Joe Welch, Treasurer  
Megan Zurkan  
Charlie Hastings  
Lauren Shurman  
Lisa Cannella  
Sherry Jones

Trustees excused: Kevin Emerson

Others present: Emily Merchant, Executive Director  
Kara Salisbury, Administrative Director  
Tyler Jensen, Business Manager (Red Apple Financial)  
Andy Rohrwasser, Board Member-elect  
Sean McKelvie, Teaching Staff Representative  
Jennifer Fedewa, Wasatch Family Foundation Director

Emily Merchant confirmed that the voice recorder was turned on.

No conflicts of interest were reported.

2. Approval of the 7 March 2017 minutes of the Wasatch Charter School Board Meeting:

Trustee Faraji made a motion to accept the pending minutes of the 7 February 2017 Board Meeting. Trustee Welch seconded the motion, which passed with a unanimous vote, with Trustee Cannella abstaining due to absence at the March Board Meeting.

### 3. Executive Director Report (Emily Merchant)

- a. Enrollment: Re-registration forms have been coming in, with all but 27 students having returned forms as of this date, and less than 10 of those who have returned forms have indicated that they are not returning next year.
- b. Hiring: Emily Merchant and Prairie Adams are continuing in the process of interviewing and hiring for next year. Of particular note, we are looking for a maintenance person to be in the school full time; we are also looking for a Compliance Administrator, a part-time position with responsibility for state and federal reporting.
- c. Family Council: Ms. Merchant is also in the process of looking for parent volunteers to take on roles in the Family Council for next year.
- d. UPIPS SpEd Plan: Ms. Merchant, Ms. Adams, and Heather Campbell have been working on the placement plan for students who need additional support, which comprises roughly 15% of our student population at this time.
- e. Assessment: Ms. Merchant reviewed the schedule for SAGE and Dibels end-of-year testing.
- f. Areas where help is needed: Ms. Merchant spoke about areas where she is looking for volunteer help, including the need for volunteers who can paint various things on the asphalt at the back of the building; the need for parents willing to participate on a Sex Education/Maturation Education/Child Sexual Abuse Prevention Committee; and the need for parents willing to do summer work with the Gardening Committee, specifically on the 5 acre plot of land across the street that we are being allowed to use for farming/gardening.
- g. Space Constraints: Ms. Merchant discussed the space issues the school is facing for the next several years (until our larger cohorts of first, second, and third graders graduate out of the school). Ms. Merchant reviewed the solutions that have been considered, including some minor construction projects to enclose unused spaces.
- h. Board Retreat: Members discussed the options for timing and format of a retreat. Trustee Faraji noted that the Board's bylaws stipulate that Board officers are elected at the annual retreat. Dates that were discussed are Friday May 5 from 1:00 pm to 8:00 pm, Saturday May 13 from 3:00 pm to 9:00 pm, Friday May 19 from 1:00 pm to 8:00 pm, or Saturday May 20 from 9:00 am to 3:00 pm. Kara will send a Doodle Poll with those options.

Trustee Faraji requested that Ms. Merchant include a staffing report in her Director Report in future.

### 4. Business Manager Report

- a. Tyler Jensen discussed the Financial Summary that was distributed to members via email. There was discussion regarding the pattern of spending through the year, the local income line (fundraising), and funding based on student Average Daily Membership.

### 5. Board Discussion and Votes

- a. Wellness Policy: Ms. Merchant stated that the Wellness "Policy" that we have was never voted on to become official, but the state requires schools to have an approved wellness policy, so this is something that will need to be done. Ms. Merchant requested that members look at the policy before next month's meeting so that it can be discussed and voted on.
- b. Maturation Education Policy: The requirements for maturation education, sex education, and child abuse prevention education were discussed. The Board needs to appoint a committee that

includes school staff members and parents. Trustee Shurman made a motion to approve the Maturation Education Policy as amended; Trustee Hastings seconded the motion, which passed with a unanimous vote.

c. School LAND Trust Council

- i. Vote on Upcoming School Year Plan: Trustee Shurman made a motion to enter a LAND Trust meeting; Trustee Faraji seconded the motion, which passed with a unanimous vote. Trustee Shurman reviewed the changes to the LAND Trust funding that schools receive. She noted that the Board allocated the funds last year to professional development, specifically to the Gradalis training that most of our teachers are participating in. The additional funds that are available to the school this year are proposed to be used for grade-specific training that our teachers are asked to attend during the summer. Trustee Shurman presented the amended plan, and asked Sean McKelvie to provide input from the teaching staff. He stated that his point of view may be different from other teachers in the school because he has elected to discontinue his training with Gradalis as it does not align with his long-term plans. He suggested other ways funds could be used to support professional development, i.e. funding visits to other Waldorf schools. Ms. Merchant provided clarity from the administrative and financial standpoint, around the philosophy that has guided the choices that have been made for the use of professional development funds. Trustee Faraji made a motion to approve the plan as amended; Trustee Hastings seconded the motion, which passed with a unanimous vote.

- d. Legislative Updates: Trustee Shurman distributed information from a recent Education Law update by the state bar association, and highlighted legislative changes that have been made which trigger changes that will need to be made to various school policies.

6. Public Comment. No comments from the public were provided.

8. Items for next month's Board meeting:

- a. Approval of the 15 March 2017 Electronic Board Meeting
- b. Option for closed session
- c. Vote on budget for next fiscal year

9. Meeting adjourned at 1:03 pm.