



Wasatch Waldorf Charter School
4 October 2016
Governing Board Meeting
11:00 AM
1458 East Murray-Holladay Road, Holladay, UT 84117

Presiding: Emily Thunberg, President

Agenda:

1. Roll Call: 11:00
 - a. Confirm recorder is on
 - b. Potential conflicts of interest - no conflicts from any board members
 - c. Confirm someone is taking minutes.- Trustee Welch was assigned the responsibility to take notes for the meeting
2. Gratitudes or singing
 - a. President Thunberg asked Trustee Hastings to read a poem. After the poem reading President Thunberg asked for everyone to reflect on individuals that had an impact on their lives.
3. Approval of the 6 September 2016 Minutes of the WCS Monthly Board Meeting 11:10
 - a. Trustee Faraji sent out the minutes for review.
 - i. Kim did attend the meeting, but arrived late
 - ii. Emily M stated that the chairs that were missing were for the 1st through 3rd grade
 - iii. The motion to approved the meeting minutes was made by trustee Shurman and seconded by Trustee Welch. The minutes were approved by all members, except for abstentions by Megan and Charlie. .
4. Executive Director Report (Emily Merchant)
 - a. Utah Consolidated Application **Discussion and Vote**
 - i. The student audit was performed by Squire on Monday and we had a informal student count of 541 students. The auditors will review all of the

information and there were 3 questionable issues that need to be resolved.

- ii. Cactus report - teacher are involved in their career development through APT versus
- iii. This Thursday that USBE committee will be reviewing our request to increase our enrollment for next year.
- iv. School lunch program was approved
 - 1. Working on claims submission and electronic payments system
- v. Gradalis training
 - 1. grades 4-5 is in planning stages
 - 2. middle school is completed
 - 3. Grade 1-3 is in progress.
- vi. People interested in developing a fall festival
- vii. Foundation for preschool is working on budgets
- viii. Student needs - special needs students are requiring more teachers. To address this increased funding need, we will shift funds from the playground equipment to add special need teachers.
- ix. UCA - Utah Consolidated Association funds request is almost completed. There are a couple of outstanding issues to resolve before we submit. The submission needs to be done before November 1, 2016. ONce the submission is completed later this month, it will be sent out to board members for their approval. . The funds from the submission will be used for special education staff and teacher training. A decision was made to have a quick board conference call to approved during the finance meeting on Oct 18th..

b. Teacher Licensing

5. Business Manager Report (Tyler Jensen) 11:30

a. Financial Goals Training Discussion

- i. Tyler did a quick review finance report training. The school is in a good financial position when compared to our annual budget.
 - 1. Financing discussion revolved around our budget and how ours compares to other charter schools. In addition we reviewed cash on hand and how that may impact future financing consideration.
- ii.

b. Vote on Budget Officer

- i. President Thunberg explained that we need to designate someone to prepare our budget. This required through HB 329 and the designate person will be our BUdget Officer. For Wasatch Charter school the proposed budget officer will be Tyler Jensen from Red Apple Finance. A motion was made by Megan and seconded by Kim. The motion was unanimously approved by the board.

6. Facility Report (Jeff Biesinger) 11:45
- a. Mike was asked to install stairs to cut down on people walking through the park. The cost would be \$20k, but he will be doing this for free.
 - b. Lawn care - Many schools use ProGreen for their lawn care. We are still evaluating companies. A final decisions is TBD
 - c. Recycling and Trash - there are several companies to consider, but Ace was mentioned by Jeff for Trash and Momentum for recycling.
 - d. Janitorial - Kim raised a question about the janitorial services. After some challenging issues, the company is addressing the problems and services are getting better for the school.

7. School Land Trust Meeting (Lauren Shurman Chair)

a. **Application Discussion and Vote:**

11:55

- i. The board meeting was closed by the president and opened for a School Land Trust Meeting. Trustee Shurman reviewed the document shared with the board members earlier this week. A motion was made by Emily Thunberg and seconded by Lisa. The vote was passed unanimously by the attending board members. A signature page for the trust document was circulated for the board members to sign.

- 1. The trust requires a midyear review and progress report which is due by March 2017.

- b. Clawback feature - Trustee Shurman raised the question about training expenses and a clawback feature for recoup training expenses.
- c. Meeting was closed at 12:25 and the Board Meeting was reopened

8. Assessments

- a. Board Assessment Discussion (Emily Thunberg) - President Thunberg reviewed our past discussion and also updated us on what she has learned over the past month. There is no law stating that we need to do a board or ED assessment, but it is encouraged. In addition, the GBOT and UPACS encourage it for board and Executive Director accountability.
- b. ET presented the information from the GBOT. ET suggested we have another meeting to discuss strategic initiatives. Also ET proposed an accountability committee to develop and measure The decision was made to continue these discussions and have a meeting to review vision, mission and strategic initiatives.
- c. Executive Director Assessment Policy

- i. Policy Committee Report (Joe Welch and Lauren Shurman) 12:10

9. **Contracts Discussions and Vote**

12:20

10. Handicap door access (Emily Merchant)

- a. A number of students are wheelchair bound and a parent requested a push button door opener. The cost for this is \$10-\$12,000 for this door opener. There is no regulation stating we need to accommodate the request and the board discussed potential options.

11. Committee Reports 12:30

- a. Development Committee Report (Megan Zurkan)
 - i. Fundraising committee has been active with grant writing and
- b. Committee Opportunities -
 - i. The foundation for the preschool needs someone from the board to join the foundation. Trustee considered the role, but needs to check and see if she has the time to do it.

12. Public Comments 12:40

13. Closed Meeting, Option for a Closed Session

14. Probable Agenda Items for 1 November 2016 WCS Board Meeting:

- a. Executive Director Report
- b. Audit Review

15. Adjournment. - meeting adjourned at 1:00pm