



Wasatch Charter School
7 March 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
Kevin Emerson
Charlie Hastings
Lauren Shurman

Trustees excused: Emily Thunberg, President
Megan Zurkan
Lisa Cannella

Others present: Emily Merchant, Executive Director
Prairie Adams, Pedagogical Director
Kara Salisbury, Administrative Director
Tyler Jensen, Business Manager (Red Apple Financial)
Andy Rohrwasser, Public Attendee
Collin Smith, Public Attendee
Brady Ashdown, Public Attendee
Heather Edwards, Public Attendee

Ary Faraji confirmed that the voice recorder was turned on.

No conflicts of interest were reported.

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

Trustee Emerson 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 Hastings abstaining due to absence at the February Board Meeting.

3. Executive Director Report (Emily Merchant)

- a. Enrollment: The lottery for the 2017-18 school year has been run, with all new applicants being assigned a randomized wait list number. Parents of current students will be required to complete re-registration forms in the next three weeks.
- b. Hiring: Emily Merchant and Prairie Adams are in the process of conducting interviews for positions known to be available for next year. They are finalizing the list of other positions, and will be posting those on the school's website in the coming weeks.
- c. Foundation: Emily Merchant distributed a Memorandum of Understanding, which will be supplemented by more detailed contracts particularly regarding the leasing of employees from Wasatch Charter School to Wasatch Family Foundation. Ms. Merchant also distributed an addendum to the agreement already in place between Wasatch Charter School and Wasatch Family Foundation. Ms. Merchant recommended an adjustment to the lease agreement between the two entities; recommending that Wasatch Charter School charge Wasatch Family Foundation for 10% of our total building space as that is approximately the amount of actual square footage that WFF uses. The current lease agreement stipulates that WFF pay \$88,000 annually, and Ms. Merchant recommended that for the next year, WFF pay \$91,500.
- d. Gala: Ms. Merchant shared highlights of the event. Total costs for the event were roughly \$4,000; the total revenue was roughly \$24,000.
- e. Intervention and SpEd: Ms. Merchant shared key elements of the Special Education and intervention programs that have been put into place this year. There are two intervention classrooms, one covering 1st through 3rd grade and the other servicing 4th through 8th grade. Additionally, there is one dedicated special education classroom in the mornings. Kim John Payne visited the school in February, to continue the work of implementing his Three Streams model in the school. Looking forward to next year, we will be increasing the hours of the Discipline and Guidance Chair, and the Social Inclusion Chair, from 5 hours per week to 20 hours per week. Ms. Merchant is also working with a Licensed Clinical Social Worker who can work with the school on a part-time basis next year, partially in supervising an LCSW intern who could work with our school.
- f. Assessment: Ms. Merchant summarized the end-of-year testing that is upcoming at the end of April and beginning of May.

4. Board Discussion and Votes

- a. Board Meeting schedule: The consensus was that the meeting schedule will remain as it is now, at least until new Board members are selected and can share in the decision.
- b. Service agreement with Wasatch Family Foundation: Ms. Merchant summarized the Memorandum of Understanding distributed previously. Trustee Faraji made the suggestion to add language to the MOU regarding regular meetings and accountability for the WFF Board. Trustee Shurman expressed concern with some of the language, which would not usually be in an MOU. There was discussion regarding whether the members were prepared to vote on the relationship with WFF prior to having the full Service Agreement in place. Trustee Shurman made changes to the MOU document in Drive. Trustee Shurman made a motion to approve the Memorandum of Understanding; Trustee Faraji seconded the motion, which passed with a unanimous vote.

5. Discussion of Board Candidates

Collin Smith, Brady Ashdown, and Andy Rohrwasser introduced themselves. Sherry Jones, the fourth candidate, was unable to attend. Members agreed that they will set up an electronic Board meeting when they will be able to meet Sherry over the phone, and a vote for new members will be taken after that.

6. Business Manager Report (Tyler Jensen)

a. Mr. Jensen distributed the Financial Summary for January. He stated that the school is on track to reach a 6% margin for our cash reserve for the year, which is right on target for where we'd like to be. He stated that he and Emily are currently working on next year's (fiscal year 2018) budget; it will be brought to the Board for review in May, and the Board will vote on it in June.

7. Policy Committee

a. Discussion and Vote on Amendments to

i. Attendance Policy: Trustee Shurman expressed concern with language in the policy. It was agreed that the Policy Committee will work on the policy and it will be brought for a vote in the upcoming electronic Board meeting.

8. Public Comment: Mr. Ashdown posed the question of whether the school has the intention to apply for an amendment to the charter again, to ask for an increase in the number of students in the school so that the school may accept more kindergarten students in the next two years. Ms. Merchant answered that the State Board has said that they do not want applications of that type to return before the school has been in operation for at least three years.

9. Meeting adjourned at 1:15pm.