



Minutes of the Wasatch Charter School
8 November 2016
Board Meeting

1. Roll call:

Presiding: Emily Thunberg, President 2016

Time: 11:13 am

Place: Wasatch Charter School
1458 East Murray-Holladay Road, Holladay, UT 84117

Trustees present: Emily Thunberg, President
Kim Haleck, Vice President
Joe Welch, Treasurer
Lisa Cannella
Charlie Hastings
Lauren Shurman
Megan Zurkan

Trustees excused: Ary Faraji, Secretary
Kevin Emerson

Others present: Emily Merchant, Executive Director
Prairie Adams, Pedagogical Director
Tyler Jensen, Business Manager (Red Apple Financial)
Kara Salisbury, Administrative Director

President Thunberg confirmed that the voice recorder was turned on.

No conflicts of interest were reported.

1. Approval of the 8 November 2016 minutes of the Wasatch Charter School Board Meeting:

Trustee Hastings made a motion to accept the pending minutes of the 8 November 2016 Board Meeting. Trustee Zurkan seconded the motion, which passed with a unanimous vote.

2. Option for closed session:

Trustee Hastings made a motion to move to a closed session to discuss the character, competence, or health of an employee. Trustee Welch seconded the motion, which passed with a unanimous vote. The meeting moved to a closed session.

3. Executive Director Report (Emily Merchant)

- a. 529 students currently enrolled. 501 students on the waiting list for next year as of today. There will be tours and information sessions for prospective parents in January and February.
- b. Heather Campbell is doing a great job of continuing to get plans in place for students with IEP's.
- c. Emily Merchant and Prairie Adams are actively interviewing applicants for the vacancy in 4th grade; Karl Johnson is the substitute in that class in the interim. Ms. Merchant and Ms. Adams are also interviewing candidates for the vacancy in 8th grade; Phil Carter is the long-term substitute there.
- d. Notification came last week that we will be getting money refunded to the school through the federal E-Rate program, and Ms. Merchant plans to use a portion of those funds to hire some additional assistants for the school, both in grade levels and for recess monitoring.
- e. We had a successful Winter Festival on December 3. Classes are scheduling their class plays for the upcoming months. There will be a dance held during school hours for the middle school classes.
- f. Ms. Merchant and Ms. Adams have requested that classroom teachers to submit requests for materials that are needed for the rest of the school year. Ms. Adams has distributed rubrics for each grade to the teachers. Janet Langley, a Waldorf reading expert, will be coming to do an inservice with the 1st through 4th grade teachers (as well as others who want to join).

4. Foundation Report (Cassandra Ando)

- a. The preschool is nearly fully enrolled; two spots available for students currently.
- b. A lot of work has gone into the staffing setup and communication, both of which have improved in the last month.
- c. Applications are being accepted for next year.
- d. A new website is being developed, as well as an option for online tuition payment.
- e. The aftercare program is being partially revamped.
- f. Afterschool activities for the second half of the year are in the process of being scheduled.
- g. The foundation's Holiday Bazaar will be held on December 10.

5. Business Manager Report (Tyler Jensen)

- a. Mr. Jensen distributed a financial summary, discussed its contents, and said that he feels we are well on track for a first year school.

6. Discussion and vote on Designated Records Officer

- a. A vote was postponed because it is possible that we have fulfilled the requirement for GRAMA training; President Thunberg will look further into the requirements to verify.

7. Committee Reports

- a. **Policy Committee:** Members discussed the need for a Title I wage policy, and it was determined that our school is not subject to the requirement. The policy committee will put the required language into the existing Parent Involvement Policy.
8. The Alliance for Public Waldorf Education conference is January 13-15 2017 in Fair Oaks, California. President Thunberg noted that funding is available for Board members who would like to attend; they will need to contact her if they are interested.

9. Public Comments

- a. No public comments

10. Adjournment:

- a. President Thunberg then moved to adjourn the meeting at 1:03 pm.