



Minutes of the  
Wasatch Charter School  
9 July 2016  
Board Meeting

**1. Roll call:**

Presiding: Emily Thunberg, President 2016

Time: 10:41 am

Place: Canellas Restaurant  
204 East 500 South, Salt Lake City, UT 84111

Trustees present: Emily Thunberg, President  
Kim Haleck, Vice President  
Ary Faraji, Secretary  
Joe Welch, Treasurer  
Kevin Emerson  
Charlie Hastings  
Megan Zurkan

Trustees excused: Lauren Shurman  
Lisa Cannella

Others present: Emily Merchant, Executive Director (left at 1:05 pm at Item #11)  
Jeff Biesinger, Business Manager (Red Apple)

President Thunberg confirmed that the voice recorder was turned on.

No conflicts of interest were reported.

**2. Approval of the 11 June 2016 minutes of the Wasatch Charter School Board Meeting:**

President Thunberg had made some changes to the online version of the pending minutes available on the Board's Google Drive. No additional changes were suggested to

the presented 11 June 2016 pending Board Meeting minutes. Trustee Emerson made a motion to accept the pending minutes of the 11 June 2016 Board Meeting. Trustee Welch seconded the motion, which passed with a unanimous vote. Trustee Hastings abstained from voting.

### **3. Gratitude:**

Trustee Emerson led the members in an opening verse and the remainder of the trustees took turns providing gratitude statements.

### **4. Insurance Review:**

Executive Director Merchant provided an update on the insurance process. It was decided that the committee tasked with this process should take some additional time and provide the Board with a formal recommendation at a future meeting.

### **5. School Land Trust:**

Executive Director Merchant and President Thunberg led the discussion on the creation of the School Land Trust. Secretary Faraji will create a “School Land Trust” folder on the Board’s Google Drive and Treasurer Welch will start to populate the folder with all relevant policies. Trustee Zurkan nominated Trustee Shurman to serve as the chair of the School Land Trust. Trustee Emerson seconded the motion, which passed unanimously.

### **6. Discussion and Approval of Policies:**

The “Teacher Hiring” and “Enrollment Policy” were both discussed, but in the interest of time, it was decided that an official vote should be held for a future meeting.

### **7. Discussion and Vote on Audit Proposals and Selection of Audit Company:**

Executive Director Merchant and Business Manager Biesinger led the discussion on audit companies that could perform the first official audit for the school this year. Two firms were thoroughly evaluated by the committee and the pros and cons of each firm presented. However, the committee made a formal recommendation to the Board that the firm of Squire would provide a better service for our first audit. Trustee Hastings made a motion to select Squire as the official audit firm for Wasatch Charter School. Trustee Haleck seconded the motion, which passed with a unanimous vote.

### **8. Discussion and Vote on Services:**

- a. Janitorial Services: Executive Director Merchant discussed the options for janitorial services. The committee is also still researching all possible options. This topic was tabled for a future meeting.
- b. Snow Removal and Lawn Care Services: Trustee Emerson is still researching this topic for all possible options. Business Manager Biesinger will also provide him with other options and recommendations. This topic was also tabled for a future meeting.

## **9. Executive Director Report:**

Executive Director Merchant provided the Board her written reports and reviewed the information contained therein. She mentioned that construction is on schedule and the class lists will be completed in early August. She also informed the Board that she will be contracting for Spanish teachers through a private company and will evaluate the efficacy of this approach at the end of the school year. She also provided the Board an update on finalization of the Charter Agreement.

## **10. Facility Report:**

Business Manager Biesinger and Executive Director Merchant provided the Board an update on the facility and construction. All crews have been working diligently to ensure completion of this project. The greater community is also expected to lend a hand with unboxing and moving of furniture in the next few weeks prior to school opening.

## **11. Committee Reports:**

In the interest of time, all committee reports were tabled for the August 2016 Board meeting.

## **12. Executive Director Assessment:**

President Thunberg presented the Board an assessment matrix provided by Secretary Faraji that the Princeton Waldorf uses for the evaluation of their School Administrator. The Board was asked to look over the matrix and bring back comments and input during the August Board meeting.

## **13. Board Assessment Draft and Discussion:**

President Thunberg discussed with the Board the importance of evaluating Board members to ensure that the mission and vision of the Charter are retained. The Board was asked to self-reflect on this topic and bring back comments and suggestions for next month's Board meeting.

**14. GBOT Training Update:**

President Thunberg asked the Board to conduct GBOT training on their own as soon as possible. Only modules 16-19 should be completed at this point. Treasurer Welch will provide a link to Board members for the training.

**15. Public comments:**

No comments from the public.

**16. Closed meeting, option for a closed session:**

President Thunberg asked for a vote to enter into a closed session to discuss the character and competence of Executive Director Merchant. All Board members present voted unanimously to enter into a closed session at 1:32 pm. The closed session ended at 1:45 pm, at which time the Board re-entered into an open public meeting.

**17. Probable agenda items 20 August 2016 Board meeting:**

Probable items on the agenda for the 20 August 2016 Board meeting include: policies and procedures updates; insurance updates; Executive Director's report; Business Manager's report; book discussion; and committee reports. The 20 August 2016 Board Meeting will be held at 10:00 am at the Wasatch Charter School.

**18. Adjournment:**

Secretary Faraji moved to adjourn the meeting. Treasurer Welch seconded the motion. The meeting adjourned at 1:51 pm.