



Minutes of the  
Wasatch Charter School  
6 September 2016  
Board Meeting

1. **Roll call:**

Presiding: Emily Thunberg, President 2016

Time: 11:05 am

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

Trustees present: Emily Thunberg, President  
Ary Faraji, Secretary  
Joe Welch, Treasurer  
Lisa Cannella  
Kevin Emerson  
Lauren Shurman

Trustees excused: Kim Haleck, Vice President  
Charlie Hastings  
Megan Zurkan

Others present: Emily Merchant, Executive Director  
Tyler Jensen, Red Apple Financial (arrived @ 11:25 for Agenda Item 5)

President Thunberg confirmed that the voice recorder was turned on.

No conflicts of interest were reported.

2. Gratitudes:

President Thunberg led the group through a rendition of the Earth/Ocean song.

3. **Approval of the 20 August 2016 minutes of the Wasatch Charter School Board Meeting:**

President Thunberg had made some additional changes to the online version of the pending August minutes available on the Board's Google Drive. Trustee Emerson made a motion to accept the pending minutes of the 20 August 2016 Board Meeting. Trustee Cannella seconded the motion, which passed with a unanimous vote. President Thunberg abstained from voting.

#### **4. School Land Trust Update:**

Trustee Shurman updated the Board on the School Land Trust and associated topics. The plan needs a specific academic goal and must explain how we will meet it. We may also be able to use the Gradalis training for this purpose and use the funding for further professional development. The application is due by November 1<sup>st</sup>, however, since this topic is still in initial developmental stages, it was decided that an official vote should be tabled until next month's Board meeting.

#### **5. Creekside Preschool Lease:**

Trustee Shurman had uploaded the latest version of the Creekside Preschool Lease on the Board's Google Drive. She further clarified the lease and explained that although it will be a five year lease, only the first year rent may be determined at this point. The Board will have to determine the fair market value thereafter on an annual basis. If the lease increase will be in excess of 15%, the Preschool may reject it and we would have to renegotiate at that point. Common areas will also be available for use by the Preschool, but any additional areas will have to be approved by school management. Executive Director Merchant stated that the fair market review will be added to the calendar and will occur annually in the month of June. Trustee Faraji moved to approve the Creekside Preschool Lease as presented. Trustee Welch seconded the motion, which then passed with unanimous vote.

#### **6. Contracts and Purchases Discussion and Vote:**

Executive Director Merchant stated that we are still in the process of purchasing playground equipment for the school. Although all the bids have not been received at this point, Executive Director Merchant stated that the equipment available from Play Space Designs is of superior quality and more in line with the vision of the Wasatch Charter School. The price for this equipment would be around \$24,000 plus installation costs. She recommends that we pursue purchase with this company. Trustee Faraji made a motion for Executive Director Merchant to pursue purchase of playground equipment from Play Space Designs, not to exceed \$30,000 for total costs, and pending review of additional bids by Executive Director Merchant and approval through the Finance Committee. Trustee Emerson seconded the motion, which passed unanimously.

An update was also provided by Executive Director Merchant on the purchase of kindergarten chairs, as the first company could not deliver the initial order. Trustee Emerson also provided an update snow and lawn care services and stated that he is still

researching options and a more detailed report would be provided during the October Board meeting.

## **7. Committee Reports:**

- a. Fundraising: The Fundraising Committee has been very busy and productive in recent months. Trustee Zurkan has been doing a fantastic job leading this committee and engaging the school community.

## **8. GBOTS Update and Review:**

President Thunberg stated that the GBOTS have been completed by all Board members. She also led the Board in reviewing what was learned and how best to apply those concepts within our own organization.

## **9. Board Assessment Proposal:**

President Thunberg led the group in reviewing the Board Assessment Proposal that was placed on the Google Drive. Much discussion ensued and Board members spent some time reviewing a section of the proposal. It was finally decided that Board members should provide additional comments and edits to the document and this topic will be further discussed at the October Board meeting.

## **10. Executive Director Assessment Proposal:**

President Thunberg also led the group in reviewing the Executive Director Assessment Proposal that was placed on the Google Drive. Board members were asked to review the job description for the Executive Director and to review the school's Charter and then provide additional comments and edits to the document. Further discussion will take place during the October Board meeting.

## **11. Executive Director Report:**

Executive Director Merchant provided the Board her written reports and reviewed the information contained therein. She mentioned that our enrollment is currently at 527, but that we should be filling our maximum number of 540 within the next couple of weeks. She also updated the Board on the various difficulties associated with managing a new school and a diverse group of students and staff. The vast majority of the difficulties are the routine challenges associated with the infancy of our school and most will be settled in the coming months.

## **12. Business Manager Report:**

Business Manager Jensen (Red Apple Financial) provided the Board with written reports and stated that the school is in fantastic financial position. He reiterated Executive Director Merchant's statement about being able to meet our 540 enrollment status by October 1<sup>st</sup>. Business Manager Jensen also stated that he will provide the financial statements to the Finance Committee for review and feedback prior to the monthly Board meetings.

**13. Public Comments:**

No members of the public were present.

**14. Closed Meeting, Option for a Closed Session:**

No closed session was needed.

**15. Probable agenda items 4 October 2016 Board meeting:**

Probable items on the agenda for the 4 October 2016 Board meeting include: Executive Director's report; Business Manager's report; and committee reports. The 4 October 2016 Board Meeting will be held at 11:00 am at the Wasatch Charter School.

**16. Adjournment:**

Trustee Faraji moved to adjourn the meeting at 1:08 pm.