



Wasatch Charter School
28 August 2017
Governing Board Meeting
6:00 PM - 8:00 PM
1458 East Murray-Holladay Road, Holladay, UT 84117

Presiding: Joe Welch, President

1. Present: Joe Welch, President
Charlie Hastings, Vice President
Kevin Emerson, Secretary
Sherry Jones, Treasurer
Megan Zurkan, Board Member
Lauren Shurman, Board Member
Andy Rohrwasser, Board Member
Emily Merchant, Executive Director
Prairie Adams, Pedagogical Director
Kara Salisbury, Administrative Director
Tyler Jensen, Business Manager
Jeff Biesinger, Business Manager Representative
Caroline Hopewell, Faculty Member
Meg Golden, Faculty Member
David Robertson, Presenter
Mary Echlin, Public
Anne Florence, Public
Brady Ashdown, Public
Armando Venegas, State Charter School Board
2. Confirm recorder is on: confirmed.
3. Potential conflicts of interest: No conflicts of interest were reported.
4. Approval of June 12 Board Meeting Minutes: Trustee Jones made a motion to approve the June 12 2017 Board Meeting minutes; Trustee Emerson seconded the motion, which carried unanimously.

5. Presentation on bonding from Lewis Young Robertson & Burningham, Inc.
 - a. Jeff Biesinger stated that the lease for the school building was structured such that there is the option to purchase anytime after February 2018. He stated that the purchase of the building would lock in the price, rather than being in a lease that escalates by a couple of points per year. He stated that Salt Lake County has not been charging property tax to schools leasing their buildings, but if that were to be charged it would be around \$100,000. If we own the building, as a non-profit, there would be no property tax.
 - b. David Robertson stated that he works for an independent financial advisor, registered to represent schools. Mr. Robertson reviewed financing options available to charter schools, including lease, donation, bank loan, or municipal bonds, which allow access to a tax-exempt rate. Bonds can be borrowed over 30 years, for 100% of the cost of the project. Mr. Robertson then reviewed the requirements and steps of the bond process.
 - c. Executive Director Merchant stated that she has been approached by entities who offer loans for purchasing specifically Waldorf schools, and asked how that kind of option would enter the process. Mr. Robertson stated that working with a financial advisor would allow the school to dual track the financing process to be able to compare the various options.
 - d. Jeff Biesinger wrapped up the discussion with a review of the options for financial advisors, stating that if the Board chooses to bond for the building, it is imperative to use a financial advisor. He recommended that Red Apple Finance run some financial scenarios for the school to begin researching the options.
6. Armando Venegas, representative of the State Charter School Board, introduced himself as the school's new liaison to the SCSB.
7. Executive Director Report (Emily Merchant)
 - a. Middle School Fee Schedule: Executive Director Merchant shared a fee schedule very similar to the one used last year. The fees were discussed and amended. Trustee Emerson made a motion to approve the amended Middle School Fee Schedule; Trustee Rohrwasser seconded the motion, which passed unanimously.
 - b. Thank Yous for outgoing board members: Executive Director Merchant provided thank-you cards for the Board members to sign to outgoing members and invited ideas for something to go along with the cards.
 - c. Suspension & Restraint Report for 2017-18: Executive Director Merchant stated that we are required by our Safe Schools policy to present this report to the Board and submit to UTREX. It was discussed and agreed that Ms. Merchant will provide redacted reports about specific student incidents to the Board, per the policy.
 - d. Hiring: Executive Director Merchant stated that all of the positions in the school have been hired with the exception of two part-time positions which are scheduled for interviews this week.
 - e. Facility: Executive Director Merchant stated that the handful of projects that were slated for the summer have been accomplished, including creating office spaces

in closet areas and enclosing the three areas under the stairways for storage space. The outstanding facility issue is the septic pump

- f. Preview of SPED Handbook: Executive Director Merchant stated that this policies and procedures document needs to be approved at the next Board meeting as it needs to be submitted to the state by October 7. She shared the draft document with the Board to preview, but it will continue to be altered.
- g. Annual Report and Assessment Data review: Executive Director Merchant stated that she had planned to provide a finalized Annual Report at this meeting, but the disaggregated data required by Title 1 is not available from the state until September 6, so the Annual Report can be finalized after that.
- h. Attrition and enrollment summary (June to August 2017): Executive Director Merchant shared data regarding students who have withdrawn from the school over the summer. She stated that the State Charter School Board sets an 80% retention rate standard, and our retention from one year to the next was 85%.

8. Business Manager Report (Tyler Jensen)

- a. Mr. Jensen stated that he and Executive Director Merchant have prepared this year's budget with the view to bonding for the building, and that the markers such as cash on hand are on track for this process. He stated that the goal for the prior school year was to have \$400,000 in the bank at the end of June, and we ended with \$402,000.

9. Committee Reports

- a. Governance Committee report on
 - i. - Board Member Vacancy Recommendation: Trustee Hastings stated that the Governance Committee recommends Mary Echlin for one of the open Board positions. If the Board takes up this recommendation, this will leave one Board vacancy, and it was discussed that there is a desire for this vacancy to be filled by someone who can assist the Fundraising Committee. Trustee Jones made a motion to elect Ms. Echlin to the Board; Trustee Hastings seconded the motion, which carried unanimously. It was agreed that the Fundraising Committee will meet before the next Board meeting and will come to the next meeting with a recommendation for filling the final vacancy.
 - ii. – Public Participation Policy recommendation: Trustee Jones presented a policy for public participation in Board meetings based on the recommendations made by the State Charter Board at the May Board Retreat. Trustee Jones made a motion to approve the policy as amended; Trustee Welch seconded the motion, which carried unanimously.
 - iii. – Discussion of Charter goals & 1st year review
- b. Marketing
 - i. - Kim John Payne funding discussion: Executive Director Merchant stated that the cost of bringing Mr. Payne for his planned time in the school in the winter is roughly \$17,000. She stated that this is something

that will need to be raised through fundraising as our budget will not allow for it this year. Trustee Zurkan stated that there is a community member who has stepped forward, willing to donate \$7,500 toward that cost, as a matching grant if we can get 100% Board participation in raising the remainder of the funds.

- ii. Trustee Zurkan stated that the Fundraising Committee met extensively with the Wasatch Family Foundation and outlined which entity will be fulfilling specific roles for fundraising.

10. Board Discussion and Votes: no discussion or votes necessary.

11. Public Comment

- a. Anne Florence stated that according to a contact at the state, any materials handed out at the meeting need to be available to the public with the minutes on the Public Notice website.

12. Option for Closed Session: none needed

13. Adjournment: 8:51pm.