



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

Presiding: Joe Welch, President

1. Present: Charlie Hastings, Vice President (via phone)
Megan Zurkan, Board Member (via phone)
Lauren Shurman, Board Member
Andy Rohrwasser, Board Member
Mary Echlin, Board Member
Emily Merchant, Executive Director
Kara Salisbury, Administrative Director
Tyler Jensen, Business Manager
Meg Golden, Faculty Member

Excused: Kevin Emerson, Secretary
Sherry Jones, Treasurer
Lissa Lander, Board Member

2. Confirm recorder is on: Confirmed.
3. Potential conflicts of interest: No conflicts of interest were reported.
4. Public Comment: No public members present.
5. Discussion/study about Waldorf education: presented by Mary Echlin
6. Approval of September 25 Board Meeting minutes: Trustee Shurman made a motion to approve the 25 September 2017 minutes; Trustee Hastings seconded the motion, which passed unanimously.
7. Executive Director Report: Executive Director Merchant reviewed the report distributed to members.

- a. Enrollment: The school reached full enrollment for the October 1 enrollment audit, with 557 students.
 - b. Building Financing: Executive Director Merchant updated the Board on the status of applications for financing the building in a way alternative to the current lease.
 - c. Curriculum and Instruction: Executive Director Merchant reviewed the beginning of year assessments that have occurred, and reviewed how this information can be used with progress monitoring through the year to illustrate academic growth.
 - d. Community and Culture: Executive Director Merchant requested that Board members volunteer to help run the School Store during the Harvest Festival.
 - e. Truancy: Executive Director Merchant reviewed the procedures for truant students, which were emailed to parents in the previous weeks, alerting Board members that families of students who are chronically truant will be asked to come before the Board for a conversation and to put a plan in place.
 - f. Hiring and Staffing: A few part-time staff members have resigned, opening positions to be hired.
 - g. Reporting: Executive Director Merchant discussed the licensure status for the teachers, and the licensure process with the state, which is currently in transition.
 - h. Executive Director Merchant provided written notice to the Board of staff members who are related to her as the Administrator, as required by our Employment of Relatives policy.
 - i. Policies: Ms. Golden has been reviewing all of the school's policies, and there will be policies to review beginning at next month's meeting.
8. Business Manager Report: Mr. Jensen reviewed the monthly Financial Summary, as distributed to members prior to the meeting. He explained the UCA which will be voted on in this meeting. The UCA application is the state's way of verifying that the school is using the funds from the state for the purposes proscribed by the state.
9. Committee Reports
- a. Trustee Zurkan spoke about the upcoming Harvest Festival, encouraging Board members to attend the event and help if possible. She spoke about the message of needing Sustaining donors, noting that we currently have only 5 families participating in that program.
 - b. Trustee Shurman noted that the school LAND Trust Committee submitted the report as required.
10. Board Discussion and Votes
- a. Foundation Agreement: review and vote on updated Service Agreement with Wasatch Family Foundation. Executive Director Merchant stated that the agreement has been approved by the WFF Board. Trustee Shurman noted that the names of the Foundation employees needed to be added in Exhibit A. Trustee Shurman made a motion to approve the Service Agreement with the noted addition; Trustee Welch seconded the motion, which passed unanimously.
 - b. Data Governance Plan: review and approve amendments. It was recognized that no changes were needed.

- c. IT Systems Security Plan: review and approve amendments. Trustee Shurman made a motion to approve the changes to the Plan; Trustee Rohrwasser seconded the motion, which passed unanimously.
 - d. Utah Consolidated Application: review and approve. Executive Director Merchant reviewed the application as distributed via email to members prior to the meeting. As stated previously by Business Manager Jensen, this application is the state's verification that the funding given to the school is being used for the correct things; Ms. Merchant stated that it is very similar to last year's application, as the goals remain largely the same. Mr. Jensen stated that the UCA Planning Tool and K-3 Reading Achievement Plan are the parts of the application that are required to be approved by the Board. Trustee Shurman made a motion to approve the UCA Planning Tool and the K-3 Reading Achievement Plan; Trustee Rohrwasser seconded the motion, which carried unanimously. Mr. Jensen stated that he will now submit that application to the state.
11. Option for Closed Session: The option was not exercised.
12. Adjournment: Meeting adjourned at 7:49pm.