



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

Presiding: Charlie Hastings, Vice President

1. Present: Sherry Jones, Treasurer
Megan Zurkan, Board Member
Lissa Lander, Board Member
Andy Rohrwasser, Board Member
Mary Echlin, Board Member
Lauren Shurman, Board Member
Emily Merchant, Executive Director
Kara Salisbury, Administrative Director
Tyler Jensen, Business Manager
Meg Golden, Compliance Coordinator

Excused: Kevin Emerson, Secretary

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. Approval of October 23 Board Meeting minutes: Trustee Zurkan made a motion to approve the 23 October 2017 minutes; Trustee Echlin seconded the motion, which passed unanimously.
6. Discussion/study about Waldorf education: presented by Mary Echlin
7. Executive Director Report: Executive Director Merchant
- Enrollment: Executive Director Merchant stated that enrollment has remained steady. She stated that preparations for next school year's enrollment will begin in January.

- b. Building Financing: Executive Director Merchant stated that she will be holding a phone call with one of the potential financing entities and will update the Board on this process in December or January.
 - c. Curriculum and Instruction: Executive Director Merchant updated the Board members on the teacher evaluations that are in progress. She stated that she is working on a proposal for a pilot program for students with high needs/mental health needs, which she will bring to the Board at a later time.
 - d. Community and Culture: Executive Director Merchant made note of the successful Harvest Festival and Lantern Walk; and noted the upcoming Winter Music Showcase for older students.
 - e. Truancy: Executive Director Merchant alerted the Board members that there was one family who had been requested to come before the Board at this meeting because of the number of unexcused absences for their students. The parent did not attend, but the process for chronic unexcused absences under the Attendance Policy was discussed.
 - f. Farmland: Executive Director Merchant gave an overview of the county land across the street from the school that we are being allowed to lease for our gardening and farming program.
 - g. Committees: Staff committees are in the process of getting formed and will soon begin meeting regularly.
 - h. Hiring and Staffing: The school currently has an opening for a full-time Special Education teacher, and one for a hearth/recess assistant. Executive Director Merchant stated that 2018-19 return commitments for teachers will be requested in January so that open positions can be posted in February.
 - i. Reporting: Executive Director Merchant discussed Title I funding, stating that the requirements for receiving the funding may be a deterrent to continuing down the path of qualification.
 - j. Policy Process: Ms. Golden updated the Board on the policy review she has been working on. She presented the new format for headers and footers on the policies, as well as the new organizational structure for the policy folders in Drive.
 - k. December Board Meeting: It was discussed that the Board meeting for December is tentatively scheduled for Monday, December 18, and the question of the necessity of the meeting was raised. It was determined that the call for agenda items will go out a week before the meeting date, and if there are enough items to necessitate a meeting, it will be held.
8. Business Manager Report: Mr. Jensen reviewed the Financial Summary that was distributed to the members prior to the meeting. He stated that the financial picture based on this year's October 1 enrollment count is good.
9. Committee Reports
- a. Finance Committee: Trustee Jones raised the issue of Board member awareness of the overall fundraising picture for the school.
 - b. Fundraising Committee: Trustee Zurkan shared that the net income from the Harvest Festival was around \$11,000. She stated that the tickets for the Spring Gala are now on sale. The goal is to sell 300 tickets for the larger venue that has been reserved for this year. Trustee Zurkan reiterated the need for increasing participation in the Sustainer

Program. Trustee Lander has taken on the responsibility of grant writing for the Fundraising Committee.

10. Board Discussion and Votes

- a. Nominations for Board Chair: Board President Welch's resignation was discussed, and the need for a new Board Chair as well as the option to elect a new Board member. It was determined that two candidates from the previous Board member search will be invited to attend an upcoming Board meeting. It was further determined that current Board members will submit nominations (of other members or self) for the Board Chair position, to the Governance Committee, with a vote to be taken at a future meeting.
 - b. "Pre-Turnaround Support" for 2017 School Year Grade: Executive Director Merchant reviewed the state's school grading system and the requirements of the "Pre-Turnaround Support" process. She stated that the State Charter School Board requires a Board member to participate in a committee to look at this issue for the school; Trustee Lander volunteered for the responsibility and will attend the meeting on December 11.
11. Land Trust Council Meeting and Training: Trustee Shurman reviewed the requirements for the School Land Trust funding for each year.
12. Option for Closed Session: The option was not exercised.
13. Adjournment: Meeting adjourned at 8:27pm.