

**Wallace Stegner Academy
Board of Directors Meeting
Tuesday, October 24, 2017**



Location: 980 S. Bending River Court; SLC, UT 84014

In Attendance: Sarah Vaughan (phone), Frank Magana (phone), Jeremy Schow (phone), Andrew Bernstein (phone), Reed Farnsworth (phone)

Others in Attendance: Adam Gerlach, Anthony Sudweeks, Kara Finley (phone), Brad Taylor (phone), Kim Dohrer (phone)

Wallace Stegner Academy will foster a community of active learners through academic rigor and citizenship by providing an opportunity for students to achieve academic excellence.

MINUTES

5:04 PM – CALL TO ORDER by Jeremy Schow

CLOSED SESSION TO DISCUSSION PERSONNEL

- *Jeremy Schow made a motion to enter a Closed Session to discuss the character, professional competence, or physical or mental health of an individual; Frank Magana seconded. Motion passed unanimously, the votes were as follows:*

- Sarah Vaughan – AYE
- Frank Magana – AYE
- Jeremy Schow – AYE
- Andrew Bernstein – AYE
- Reed Farnsworth – AYE

Entered Closed Session at 5:06 PM.

- *Jeremy Schow made a motion to adjourn the Closed Session; Andrew Bernstein seconded. Motion passed unanimously, the votes were as follows:*

- Sarah Vaughan – AYE
- Frank Magana – AYE
- Jeremy Schow – AYE
- Andrew Bernstein – AYE
- Reed Farnsworth – AYE

Adjourned Closed Session at 5:13 PM.

PUBLIC COMMENT

- No public present.

CONSENT ITEMS

- **September 19, 2017 Board Meeting Minutes**
Sarah Vaughan made a motion to approve the September 19, 2017 Board Meeting Minutes; Andrew Bernstein seconded. Motion passed unanimously.
Adam Gerlach and Anthony Sudweeks joined the meeting at 5:15 PM.

REPORTS

- **Finance Review**
Frank Magana reviewed the current status of the schools funds, including the restricted funds received. The school is on track with spending for the year and currently no funds have been received from federal sources to date. The accrual of salaries at the end of year was considered. Supplies and materials include setting up the lunch program and start of school expenses.
- **Director Report**
Anthony Sudweeks and Adam Gerlach updated the Board on the current state of the school, including social media marketing and the Outward Bound program. Enrollment was 573 students on October 1 and the school has continued to increase enrollment since then. The School LAND Trust Committee has been meeting to review last years plan and discuss next years plan, which may include IXL Math, additional Chrome Books, classroom libraries, Overdrive, and Kindles which will be ranked for final approval. The use of the cameras in the school was discussed, including teacher evaluations and observations. The Outward Bound program is going well and has helped kids make a connection to their own lives on the subjects they are studying. Teachers have the ability to go in and get lunch for free and join their students in a relaxed environment.

VOTING ITEMS

- **2017-2018 Strategic Plan**
The Strategic Plan was reviewed and is based on the goals set forth at the retreat.
Jeremy Schow made a motion to approve the 2017-2018 Strategic Plan; Sarah Vaughan seconded. Motion passed unanimously.
- **2017-2018 Director Evaluation Tool and Performance Pay Metrics**
The Director Evaluation Tool was considered, including the leadership standards that were presented and aligning them to the Board goals. The leadership standards are very qualitative in comparison to the quantitative performance pay metrics. The Performance Pay Metrics were reviewed and the focuses for the performance pay include enrollment, budgeting, and stakeholder satisfaction.
Jeremy Schow made a motion to approve the 2017-2018 Director Evaluation Tool Leadership Standards and Performance Pay Metrics; Sarah Vaughan seconded. Motion passed unanimously.
- **Special Education Policies and Procedures Manual**
The manual is based on required state guidelines that have been approved by USBE. Special Education trainings are conducted by the USBE, as well as the school as part of pre-service annually.
Jeremy Schow made a motion to approve the Special Education Policies and Procedures

Manual; Frank Magana seconded. Motion passed unanimously.

- **Human Sexuality Instruction Committee, Presenter, and Curriculum**

The committee, presenter, and curriculum will remain the same as last year and provide continuity to the program.

Jeremy Schow made a motion to approve the Human Sexuality Instruction Committee, Presenter, and Curriculum; Sarah Vaughan seconded. Motion passed unanimously.

- **Paid Leave**

The cost of having a sub is approximately \$500 per week and paid leave would be extended to anyone who qualifies for FMLA.

Jeremy Schow made a motion to approve a three-week Paid Leave to those who qualify for FMLA; Andrew Bernstein seconded. Motion passed unanimously.

- **Building Purchase Committee**

The Board needs to establish a committee to evaluate and oversee the purchase of the building and meet with industry professionals.

Jeremy Schow made a motion to approve the Building Purchase Committee, committee members include Reed Farnsworth, Frank Magana, Adam Gerlach, Anthony Sudweeks, and Academica West representatives; Sarah Vaughan seconded. Motion passed unanimously.

TRAINING

- **Best Practices of Leading Charter School Boards**

Tabled.

CALENDARING

- **Board Meeting Schedule**

The Board is changing meetings to be held on the third Thursday monthly at 5 PM.

The next Board Meeting will be on Thursday, November 16, 2017 at 5 PM.

ADJOURN

- *Jeremy Schow made a motion to adjourn the Board Meeting; Sarah Vaughan seconded. Motion passed unanimously.*

Board Meeting adjourned at 5:58 PM.

**Wallace Stegner Academy
Board of Directors Closed Session
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MINUTES

5:06 PM – CALL TO ORDER by Jeremy Schow

CLOSED SESSION TO DISCUSS PERSONNEL

- Closed Session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(I)(a).

ADJOURN

- *Jeremy Schow made a motion to adjourn the Closed Session; Andrew Bernstein seconded. Motion passed unanimously, the votes were as follows:*
 - Sarah Vaughan – AYE
 - Frank Magana – AYE
 - Jeremy Schow – AYE
 - Andrew Bernstein – AYE
 - Reed Farnsworth – AYE

Adjourned Closed Session at 5:13 PM.

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AFFIDAVIT

This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a).



Sarah Vaughan, Chair

October 24, 2017
Date