

Scholar Academy Board Meeting Minutes Tuesday, March 18, 2014

Location: Tooele County Chamber of Commerce
154 South Main Street
Tooele, UT 84074

In Attendance: Tye Hoffmann, Dusty Griffith, Joyce James, Sandra Larsen, Alison McCoy, Jared Hamner

Others in Attendance: Sandy Shepard (Principal); Kim Dohrer (Academica West); Gavin Hutchinson (Academica West); Sandi Weber (Academica West)

Scholar Academy is committed to creating a learning environment that fosters in students the development of divergent thinking and problem solving skills, providing opportunities which enable all students to develop a sense of civic responsibility and achieve their highest potential.

MINUTES

4:30 PM – CALL TO ORDER by Tye Hoffmann

Closed Session

No Closed Session was needed.

BUSINESS ITEMS:

- **Adoption of Board Resolution to Lease Facility**
 - Item was tabled.
- **Teacher Benefits**

Sandy Shepard reviewed the SelectMed quotes as previously presented by Benefits Management Services, and benefit stipend levels were discussed. Dusty Griffith moved to approve the SelectMed Benefit Plan with the additional life insurance policy and a \$650 Employee Benefit Stipend; Sandra Larsen seconded. Motion passed unanimously.
- **Furniture Purchases up to \$97,000**

Sandy Shepard discussed the necessary furnishings for the school and associated costs. Classroom and office furniture were included in the bid but not kitchen equipment. Joyce James moved to approve furniture purchases up to \$97, 000; Sandra Larsen seconded. Motion passed unanimously.
- **Technology Purchases up to \$70,000**

Sandy Shepard presented the bid from Star West for technology equipment and associated costs. Sandra Larsen moved to approve technology purchases up to \$70,000; Alison McCoy seconded the motion. Motion passed unanimously.
- **Student Handbook**

Sandy Shepard reviewed the Scholar Academy Student and Family Handbook. The

Safety Plan will be completed as enrollment is finalized. Dusty Griffith moved to approve the Scholar Academy Student and Family Handbook with the understanding that major additions or changes be brought to the Board for approval; Joyce James seconded the motion. Motion passed unanimously.

- **Revised Bell Schedule**

Sandy Shepard presented the revised bell schedule. Bell options for school starting and ending times were established with the consideration of results from a recent parent survey. Alison McCoy moved to approve the revised bell schedule; Sandra Larsen seconded. Motion passed unanimously.

- **Full Day Kindergarten**

The Board discussed adding the option for full day kindergarten. Dusty Griffith moved to approve full day kindergarten based upon the program being financially sound; Jared Hamner seconded. Motion passed unanimously.

- **Workers' Compensation Insurance**

The Board discussed the costs and coverage of workers' compensation insurance. Jared Hamner moved to enter into an agreement with Employers Preferred Insurance Company as Scholar Academy's workers' compensation insurance provider; Joyce James seconded. Motion passed unanimously.

- **Salary Schedule for Teaching Assistants**

Sandy Shepard reviewed the Salary Schedule for Teaching Assistants. Teacher licensing and qualifications were discussed. Joyce James moved to approve the Salary Schedule for Teaching Assistants; Dusty Griffith seconded. Motion passed unanimously.

- **Revised Dress Code Policy**

The Board discussed changes to the Dress Code Policy for students, including the addition of the option to wear shorts, black-colored bottoms, and guidelines for outerwear worn during class time. Alison McCoy moved to approve the revised Dress Code Policy; Sandra Larsen seconded. Motion passed unanimously.

- **Building Rental Policy**

Sandy Shepard presented the Building Rental Policy and the fees associated with building rental. The policy provides the Principal with discretion in approving building rentals. Joyce James moved to approve the Building Rental Policy; Alison McCoy seconded. Motion passed unanimously.

- **Electronic Resources Policy**

Dusty Griffith moved to approve the Electronic Resources Policy; Joyce James seconded. Motion passed unanimously.

- **Employee Handbook Policy**

Dusty Griffith moved to approve the Employee Handbook Policy; Joyce James seconded. Motion passed unanimously.

- **Health and Safety Plan Policy**

Sandra Larsen moved to approve the Health and Safety Plan Policy; Joyce James seconded. Motion passed unanimously.

REPORTS

- **Principal's Report**

Sandy Shepard reviewed enrollment numbers. Enrollment is going well and the lottery

process was explained. The Board discussed the option to add an additional sixth grade class and transportation ideas. Sandy Shepard announced the new PTO President, Rena Griffith, as elected by the parents. The building status was discussed, and construction on the site has begun. Building two additional classrooms was considered. Hiring is going well, and several upcoming hiring fairs will provide additional candidates. A \$5,000 Mentoring Grant has been secured to further qualify teachers and additional grants are being sought.

- **Board Report**

The Board discussed an upcoming Scholar Family Night and newsletter that parents will be able to subscribe to. Dusty Griffith reviewed the budget. Funds from the startup grant and revolving loan will be added to the budget soon.

- **GBOT Training**

The Board reviewed recent GBOT training modules and updated scores.

CONSENT ITEMS

- **Approve February 18, 2014 Board Meeting Minutes**

Joyce James moved to approve the February 18, 2014 Board Meeting Minutes; Dusty Griffith seconded. Motion passed unanimously.

- **Ratify New Employees**

Sandy Shepard presented a list of new employees to be ratified as follows: Scott Vorwaller (Custodian); Cami Cazier (3rd grade TA); Cila Vega (Kindergarten TA/Spanish TA); Holly Tippetts (Special Education TA/Kindergarten TA); Erin Coffmann (Kindergarten); Breanna Spragg (1st grade); Sophia Tompkins (2nd grade); Traelle Gailey (2nd grade); April Olsen (4th grade); Courtney Harder (5th grade). Dusty Griffith moved to ratify the new employees as read and discussed; Sandra Larsen seconded. Motion passed unanimously.

DISCUSSION ITEMS:

- **Committee Assignments – Tye Hoffmann**

Committee assignments were reviewed.

- **Board Training – Academica West (20 min)**

Kim Dohrer, from Academica West, provided training on Board procedures.

- **Calendaring:**

- Board Meeting: April 15, 2014 at 4:30 at the Tooele County Chamber of Commerce
- UPACS Conference and Summer Board Retreat: June 9-10, 2014
- National Charter School Conference: June 29-July 2, 2014

ADJOURN

- Dusty Griffith moved to adjourn the Board Meeting; Sandra Larsen seconded; Motion passed unanimously.

Board Meeting adjourned at 6:10 PM.