

SCHOLAR ACADEMY

Board Meeting Minutes

Thursday, September 19, 2013

Location: Tooele County Health Department, Room 290, 151 North Main, Tooele, UT

In Attendance: Joyce James, Dusty Griffith, Tye Hoffman, Tom Gregson, Sandra Larsen, Sandy Shepard (6:56pm)

Others In Attendance: Jed Stevenson (Academica West), Trish Trammell (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

6:08 PM – CALL TO ORDER by Joyce James

Tye Hoffman motioned to adjourn to Closed Session. Joyce James seconded the motion. Voting was as follows: Joyce James – Aye; Sandra Larsen – Aye; Dusty Griffith – Aye; Tom Gregson – Aye; Tye Hoffman – Aye. Sandy Shepard was not in attendance. Voting was unanimous and motion passes.

CLOSED SESSION to discuss an individual's character, professional competence, or physical or mental health.

Tom Gregson motioned at 6:53pm to return to open session. Dusty Griffith seconded the motion. Voting was as follows: Joyce James – Aye; Sandra Larsen – Aye; Dusty Griffith – Aye; Tom Gregson – Aye; Tye Hoffman – Aye. Sandy Shepard was not in attendance. Voting was unanimous and motion passes.

CONSENT ITEMS: *Tye Hoffman motioned to approve the below listed consent item. Sandra Larsen seconded the motion. Sandy Shepard was not in attendance. Voting was unanimous and motion passes.*

- ❖ Approve August 15, 2013 Board Meeting Minutes

DISCUSSION ITEMS:

- ❖ Board Report:

- Grant Budget Review– Dusty Griffith stated that a purchase order will need to be completed before any orders are made or monies spent for school expenses.
- School Sites and Construction – Jed Stevenson reported that there will be a land purchase in the near future.
- Local Events – Tye Hoffmann reported on both past and upcoming local events. The Board discussed additional public events they may want to consider being a part of.
- Marketing – Tom Gregson reported on the progress of marketing materials, and areas where Scholar Academy will be advertised.
- Website – Sandy Shepard is working with Frogummy regarding the school website and Board emails.
- GBOT Update – Joyce James is keeping record of the GBOTS that each Board Member is able to complete each month.

BUSINESS ITEMS: (To Be Discussed and/or Voted On)

Dusty Griffith motioned to approve the Academica West Management Agreement. Tom Gregson seconded the motion. Voting was as follows: Sandra Larsen – Aye; Joyce James – Aye; Tom Gregson – Aye; Dusty Griffith – Aye; Tye Hoffman – Aye. Sandy Shepard did not vote. Motion passes by majority vote.

- ❖ Discuss and/or Vote to Approve the Academica West Management Agreement

Tye Hoffman motioned to approve the Cash Handling Policy. Sandra Larsen seconded the motion. Voting was as follows: Sandra Larsen – Aye; Joyce James – Aye; Tom Gregson – Aye; Dusty Griffith – Aye; Tye Hoffman – Aye. Sandy Shepard did not vote. Motion passes by majority vote.

- ❖ Discuss and/or Vote to Approve the Cash Handling Policy

Dusty Griffith motioned to approve the Donation and Fundraising Policy, Ethics Policy, and Procurement Policy. Joyce James seconded the motion. Voting was as follows: Sandra Larsen – Aye; Joyce James – Aye; Tom Gregson – Aye; Dusty Griffith – Aye; Tye Hoffman – Aye. Sandy Shepard did not vote. Motion passes by majority vote.

- ❖ Discuss and/or Vote to Approve the Donation and Fundraising Policy
- ❖ Discuss and/or Vote to Approve the Ethics Policy
- ❖ Discuss and/or Vote to Approve the Procurement Policy

Tye Hoffman motioned to approve Sandy Shepard as the designated E-Rate signer, E-Rate Gift Policy, E-Rate Procurement Policy, and the E-Rate Record Retention Policy. Dusty Griffith seconded the motion. Sandra Larsen – Aye; Joyce James – Aye; Tom Gregson – Aye; Dusty Griffith – Aye; Tye Hoffman – Aye. Sandy Shepard did not vote. Motion passes by majority vote.

- ❖ Discuss and/or Vote to Approve Sandy Shepard as the Designated E-Rate Signer
- ❖ Discuss and/or Vote to Approve the E-Rate Gift Policy
- ❖ Discuss and/or Vote to Approve the E-Rate Procurement Policy
- ❖ Discuss and/or Vote to Approve the E-Rate Record Retention Policy

Dusty Griffith motioned to table this decision and to continue to work with the designer. Tom Gregson seconded the motion. Sandra Larsen – Aye; Joyce James – Aye; Tom Gregson – Aye; Dusty Griffith – Aye; Tye Hoffman – Aye. Sandy Shepard did not vote. Motion passes by majority vote.

- ❖ Discuss and/or Vote to Approve the School Logo

OTHER BUSINESS ITEMS:

- ❖ Calendaring:
 - Next Board Meeting Date: October 17, 2013 at 5:00pm at the Tooele Health Public
 - Informational Meeting: October 17, 2013 at 7:00pm at the Tooele Health Dept
 - Assignments were given to Board Members regarding public meeting presentations.

Tom Gregson motioned to adjourn the meeting. Sandra Larsen seconded the motion. Voting was as follows: Sandra Larsen – Aye; Joyce James – Aye; Tom Gregson – Aye; Dusty Griffith – Aye; Tye Hoffman – Aye. Sandy Shepard did not vote. Motion passes by majority vote.

8:40 PM – ADJOURN