



# BOARD OF TRUSTEES

## Regular Meeting

6:00 PM, Tuesday, September 24, 2019  
Music Room, Treeside Charter School  
1724 S State Street, Provo, UT 84606

## Minutes

### Welcome & Call to Order

Opening Remarks (00:00:12) - 6:08 pm at Treeside Charter School Music Room

**Roll Call (00:00:42):** April Clawson, BJ Taylor, Randall Robertson, Robert Leckie, Jennifer Amott (later arrival). Director Ben Johnson, other school employees, State Charter School Board staff and interested parties as noted in the recording.

### Public Comment

No one signed up for public comment.

### Board Training (00:00:58)

State Charter School Board presentation & training by Marie Steffenson and Jennifer Lambert

- State Charter School Board is an authorizing body made of a Chair, Vice-Chair, members and staff who are briefly introduced in the audio recording.
- State Charter School Board mission: rigorous authorizing and supportive oversight.
- Board's framework leads to comprehensive reviews, annual reviews, research & review of complaints, etc.
- Look for utahscsb on web, social media.
- SCSB does not replace the State Board of Education - only an authorizer.
- Board expectations:
  - Transparency
  - Working with community as allies
  - Active Governance, which is appropriate and respectful discussions focused on Fiscal Responsibility, Academic Outcomes, Charter Fidelity, and Policy. Asking lots of appropriately focused questions is necessary.
  - Professional Norms - regular training, holding each other accountable, respectful, mindful, each member participates, collective work, celebrating successes
- Good relationships between Authorizer and Schools are Accountable, Beneficial, Communicative. More accountability results in greater autonomy. Each charter school's success can improve the environment for all charter school. Schools should communicate challenges to the SCSB early so the Authorizer and School can work together.
- Question & Answer: Q. What is the Charter School Board's role in reviewing and approving contracts. A. School's are required by statute to submit facilities contracts for review. SCSB does not approve or disapprove them, only reviews and provides advice. Attorney review is also required by statute.



## Reports

### **Director Presentations (00:26:34)**

- Enrollment (00:27:28)
  - 466 total enrollment. Expected to be around that amount on October 2nd.
  - Heavy kindergarten enrollment
  - Fifth grade teacher leaving, so class combining there
- Attendance (00:28:26)
  - School total: 94%, which is better than last year.
  - highest attendance is in 1st grade. Director believes the dual immersion program contributes to that high attendance.
- Activities
  - 400 chairs purchased at \$2/chair from BYU. New, they would be \$250/chair. Presentations, activities in the gym will now have plenty of chairs.
  - Fall Festival "was a huge success".
- Calendar
  - School Land Trust meeting tomorrow
  - Penny Wars currently underway. Only doing 1 week this year instead of the 2 weeks we did last year. So, we probably won't make as much as last year.
  - Parent University happening this week. Focus on reading as a family.
  - Parent teacher conferences, book fair and fall break coming up in October.

### **Special Education Report (00:35:47)**

- Lindy Townsend presenting on behalf of the Special Education Director who could not be here today.
- Having success with matching up staff to special education students, which is needed to live up to our charter's standard of inclusion.
- Parents Guild established a sub-committee called Exceptional Education Committee made up of parents of special education students. Group is happy with changes made this year and is helping with the students during the day, including staffing and furnishing the "quiet room".

### **Nutrition Director's Report (00:39:11)**

- Students on Free lunch: 148
- Utah also participates in Medicaid based free & reduced lunch
- 22 families left free & reduced program. Most of those are in a better financial state, so the number dropping is not a bad sign.
- Free & Reduced together: 201. Expect that to increase throughout the year as



applications get filled out and students become more comfortable with the menu and with how to get their meals.

- Difficulty with State data systems for these programs can improperly exclude some from the program. We correct that as we go through the year.
- 79% of kids in the free program eat at the school. 81% of reduced program participants eat at the school.
- One of the benefits of Charter school is that the menu does not have to be set across the whole school district. We can provide better food for our students. Including fresh produce from our school garden.

#### **Student Membership Report (00:45:43)**

- "Passed with flying colors"
- One minor exception: two students who were absent more than 10 days were not dismissed from the school, which is the standard for disenrolling students.

#### **Utah SCSB Notice of Concern (00:47:48)**

- Reading of the September 17, 2019 letter from Utah State Charter School Board to Treeside Charter School c/o TCS Board Chair.
- Three concerns expressed:
  - Lack of exclusive control over school facilities negatively impacts the school's ability to ensure the safety of students.
  - Proposed lease modification threatens financial viability of the school.
  - Proposed lease modification requires the school to move to a new location in a short timeframe.
- If improvements are not made, SCSB will consider action.

#### **Financial Update (00:55:12)**

- 16% of year complete, so not a lot of data to show, yet.
- Some expenses in the red, which is normal for start-of-the-year expenses.
- Building payment is 25% of revenues. Unusually high. Want to see that go down to 20%, which is a drop of about \$75,000 for the year.
- Have about 24-25 days of real reserve cash.
- Enrollment revenue is calculated at 464 in this report but we expect a few to move in the next week. That level results in loss of about \$200,000 in revenue compared to planned budget.
- Increase of about \$280,000 in expenses, mostly due to the building, leaves our projected balance at about -\$300,000.
- Some areas where we are looking at cost management to help with the projected deficit: Property tax, facilities & lease, staffing, professional services



### **Consent Agenda (01:00:10)**

>Previous meeting minutes, Financial report, Early Literacy Grant proposal edits: - Robert Leckie moved to accept all Consent Agenda items. Randall Robertson 2nd. Board in favor.

### **Closed Meeting (01:01:05)**

Jennifer Amott moved to close the meeting for discussions appropriate to a closed session. Approval by Roll Call: Robert Leckie, April Clawson, BJ Taylor, Randall Robertson, Jennifer Lloyd Amott.

### **Return from Closed Session and Adjourn (01:02:03)**

No Action Items to consider. 10:44pm, Robert Leckie moved to adjourn. Board in favor. Meeting adjourned.