

**Edith Bowen Laboratory School
Governing Board Meeting
Unofficial Minutes
Zoom meeting
October 19, 2023
3:30 PM**

Board Members Present

Dr. Steven Camicia - Board Chair
Dean Al Smith - CEHS Dean
Dr. Jennifer Grewe - EBLS Parent Representative (Cache)
Dr. Steven Lucero - EBLS Parent Representative (Logan)
Frank Schofield
Jennifer Loveland - PTA Representative
Joel Lopez
Nate Justis
Dr. Laura Reina
Jennifer Barton

Excused:

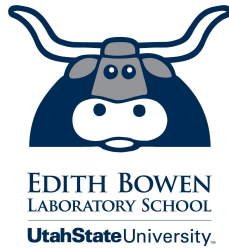
Gregg Miller
Carolina Harward (GB Secretary)

1. WELCOME & CALL TO ORDER

- a. Dr. Steven Camicia called the meeting to order at 3:30pm. Roll call

Dr. Steven Camicia - Board Chair
Dean Al Smith - CEHS Dean
Dr. Jennifer Grewe - EBLS Parent Representative (Cache)
Frank Schofield
Jennifer Loveland- PTA Representative
Joel Lopez
Nate Justis
Dr. Laura Reina
Jennifer Barton





**Edith Bowen Laboratory School
Governing Board Meeting
Unofficial Minutes
Zoom meeting
October 19, 2023
3:30 PM**

Excused:

Gregg Miller

Carolina Harward (GB Secretary)

2. CONSENT ITEMS

- a. Vote to approve board meeting minutes from September 21, 2023

Action: Vote to approve board meeting minutes from September 21, 2023

Motion: Dean Al Smith

Second: Dr. Jennifer Grewe

Vote: Dr. Steven Camicia - Board Chair

Dean Al Smith - CEHS Dean

Dr. Jennifer Grewe - EBLs Parent Representative (Cache)

Dr. Steven Lucero - EBLs Parent Representative (Logan)

Frank Schofield

Jennifer Loveland - PTA Representative

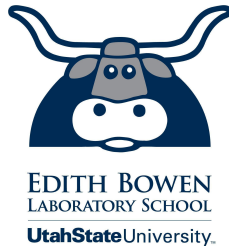
3. BUSINESS MANAGER REPORT

- a. Monthly summary

Mr. Justis and Mrs. Jennifer Barton presented the monthly summary report, they mentioned that the budget looks good. Mrs. Barton added that we haven't been billed yet for the projects that took place over the summer, once those payments are made the budget will reflect the final numbers on the report. Mrs. Barton will keep producing a monthly report in addition to a supplemental report to better understand the summary of accounts.

[Summary of Accounts September FY 24 Report](#)





**Edith Bowen Laboratory School
Governing Board Meeting
Unofficial Minutes
Zoom meeting
October 19, 2023
3:30 PM**

4. Public Comment
No public comment

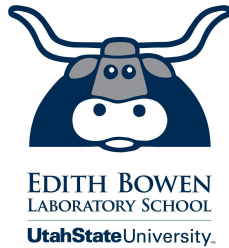
5. REGULATORY & STATUTORY COMPLIANCE

- a. Maturation curriculum materials review committee proposal (vote)
Action: Vote to approve the Maturation curriculum materials review committee proposal
Motion: Frank Schofield
Second: Dr. Steven Lucero
Vote: Dr. Steven Camicia - Board Chair
Dean Al Smith - CEHS Dean
Dr. Jennifer Grewe - EBLS Parent Representative (Cache)
Dr. Steven Lucero - EBLS Parent Representative (Logan)
Frank Schofield
Jennifer Loveland - PTA Representative

Dr. Steven Lucero suggested requesting a CV, resume, and professional credentials from the members that have been appointed for this committee. Mr. Justis will consider this suggestion in the future.

[Maturation curriculum materials review](#)





**Edith Bowen Laboratory School
Governing Board Meeting
Unofficial Minutes
Zoom meeting
October 19, 2023
3:30 PM**

b. Medication administration policy proposal (vote)

Action: Vote to approve the Medication administration policy proposal

Motion: Frank Schofield

Second: Jennifer Loveland

Vote: Dr. Steven Camicia - Board Chair

Dean Al Smith - CEHS Dean

Dr. Jennifer Grewe - EBLS Parent Representative (Cache)

Dr. Steven Lucero - EBLS Parent Representative (Logan)

Frank Schofield

Jennifer Loveland - PTA Representative

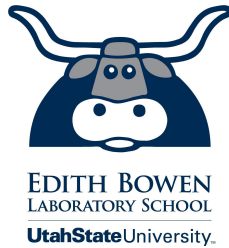
Mr. Nate Justis adopted the medication administration policy from the Logan City School District. Mr. Justis mentioned this policy not only refers to activities in the school but also to field experiences. Mr. Frank Schofield mentioned the policy was drafted in collaboration with the Utah School Board Association and the state legal counsel, the policy meets all the statutory requirements.

Mr. Justis and Mr. Schofield made clarifications concerning training on seizure medication.

Dr. Steven Lucero and Dr. Jennifer Grewe asked about sending students with medication to school. Mr. Frank Schofield explained that statewide there have been issues where a child had severe allergic reactions to a medication that another student brings to school. This state guideline was implemented to remove from the ability of students to inadvertently expose another student to something that could cause them harm by having it administered in the office.

[Medication Administration Policy Proposal \(DRAFT\)](#)





**Edith Bowen Laboratory School
Governing Board Meeting
Unofficial Minutes
Zoom meeting
October 19, 2023
3:30 PM**

- c. LEA-license application for new Spanish teacher (vote)
Action: Vote to approve the LEA-license application for new Spanish teacher
Motion: Frank Schofield
Second: Dean Al Smith
Vote: Dr. Steven Camicia - Board Chair
Dean Al Smith - CEHS Dean
Dr. Jennifer Grewe - EBLS Parent Representative (Cache)
Dr. Steven Lucero - EBLS Parent Representative (Logan)
Frank Schofield
Jennifer Loveland - PTA Representative

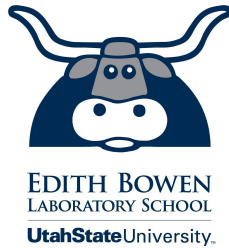
Mr. Justis announced that we have hired Ida Walters as our new Spanish teacher. Ida is willing to pursue a teaching license within three years.

[Board Proposal for LEA-specific License](#)

6. SCHOOL REPORTS

- a. Accreditation replacement plan
Dr. Reina shared the accreditation replacement plan with the members of the board. Dr. Reina mentioned that the purpose is to review and evaluate our practices to ensure we are delivering a high quality education. The methods are to collect and analyze data currently being gathered at the school level. Complete surveys previously used to measure school success. Consultation and evaluation by outside experts.





**Edith Bowen Laboratory School
Governing Board Meeting
Unofficial Minutes
Zoom meeting
October 19, 2023
3:30 PM**

Dr. Reina mentioned that school culture, academics, professional learning communities, professional learning, and PBIS are the areas of focus.

Dr. Steven Lucero asked if teachers feel safe bringing up concerns to the school administrator's. Mr. Lopez replied that he and all the teachers feel safe and comfortable talking to administrators. The teachers have the support from the members of the board, administrators, parents, and USU HR.

b. Principal's report

i. School highlights

- EBLS character assembly (1st friday of every month)
- 6th grade canoeing
- 3rd Grade went to Logan Canyon
- 5th grade Teton Science Center

7. Adjourn

The meeting adjourned at 4:18 p.m. The next meeting is scheduled for November 16. In room# 233 - The Collaboratory room.

