

## Channing Hall Charter School Regular Board Meeting Minutes

Monday, 11/20/2023, start time 5:33 pm

Channing Hall Faculty Lounge

13515 S. 150 E., Draper, UT 84020

-Agenda amended to correct 11/20/2023 date from Tuesday to Monday

-Agenda approved

-Minutes from 10/26/2023 meeting approved

Present: Dave, Colby, Becca, Lisa, Amy, Lacy and Marcy. Diane present via Zoom.

Public comment: None

-Present for Audit Recap: Matt Christensen from Squire & Co.

### **Executive Committee**

-Christmas Social 12/4/23 at Toscano in Draper, 6:30 pm

-Audit Recap:

Matt Christensen from Squire & Co. presented. Clean audit report - discussion highlights included state compliance, school fees, procurement, internal controls. SBITA (Subscription Based Information Technology Agreement) is a new accounting standard requiring long-term subscription contracts to be recorded on the school's books. The Board should be aware that when the school enters into a multi-year subscription agreement, Jacki and Ralph should be consulted to ensure the contract is being properly recorded. Questions presented by the Board were answered by Matt.

-HoS Bonus to be 70% for 2022-2023 School Year, based upon board discretion.

**\*\*Motion to approve the HOS bonus for the 2022-2023 school year. Moved by Amy, Seconded by Lisa. Unanimously approved.\*\***

### **Administrative Report (Diane):**

-PTO Update: President and Vice President have vacated the PTO Board. PTO in process of being moved back under the school via CHAPS- Lisa to update policies to reflect changes.

-Shout Outs: Jeff Meyers, Deborah Oman and Jacki Stout for Moab trip. Joel Newburg for receiving Utah Jazz teaching award.

-Update on School Maintenance/Utah State Board of Education School Safety and Support Grant: We received \$376,000 for safety updates including vape detection, corridor safety updates, radios, fencing, etc. at the direction of the Head of School.

-Update on Progress Monitor for K-3

-Update on IB/IB Award Assembly: parents invited to attend quarterly event to recognize students receiving IB attribute awards.

-IB visit on 12/3-12/4

**Finance Report (Amy):**

-Discussed board budget report for period ending 10.31.23.

- Audited financial statements and auditor's report were discussed during Executive Committee section of meeting.

**\*\*\*Motion to accept the FY 2023 Independent Auditor's Report. Moved by Amy, Seconded by Dave. Unanimously approved.\*\*\***

**PR/Enrollment Committee (Becca):**

-Update: scheduling lunch meeting with prospective committee members

**Policy Committee (Lisa):**

-Reviewed OE-05 Administration of Personnel

-Reviewed OE-06 Financial Planning

-Reviewed OE-07 Financial Administration

-Training: Listened to Brian Carpenter: Just Say "No" to Self-Appointed Reconnaissance Missions

-Amy proposed changes to OE-07 to reflect GAAP language

**Legislative Committee (Dave):**

-Sensitive Instructional Materials Legislation updates

**Meeting Adjourned**

