

**Thomas Edison Charter Schools  
Governing Board Meeting  
Date: September 4, 2024**

**Meeting called to order at 5:30 pm by Olivia Kirkham**

**Board Members Present:** Olivia Kirkham, Ryan Reeves, Lindsey Fowers, Corey Zhao, and Jeffrey Mason

**Board Members Attending Electronically:** James Lyman

**Board Members Absent and Excused:** none

**Conducting:** Olivia Kirkham

**Pledge of Allegiance:** Lindsey Fowers

**1. Adoption of the Agenda**

**2. Public Comments:**

None

**3. Approval of Minutes**

There was a correction in the minutes regarding the day of the business meetings. The day is noted as Thursday but needs to be corrected to Wednesday.

**Motion to approve the minutes with that slight correction:** Olivia Kirkham

**Second:** Ryan Reeves

**Affirmative Vote:** Olivia Kirkham, Ryan Reeves, Lindsey Fowers, Corey Zhao, Jeffrey Mason, and James Lyman

**Resolved:** motion passes unanimously

**4. Board Training - Brian Carpenter Podcast #3 Broken Promise**

In this training, Brian Carpenter reminds board members that they have an obligation to serve the school community and build trust by faithfully fulfilling three main fiduciary duties. These duties are the duty of loyalty, the duty of oversight, and the duty of obedience.

President Olivia Kirkham stated this is why board members are asked to look at policies and rules, make sure the school follows these laws, all board members are required to have ethical conduct, board members have to sign the Conflict of Interest forms, and review student data.

**5. Board Training Discussion: Policies & Procedures Manual Section 5000 (Finance and Facilities)**

President Olivia Kirkham purposefully put this section out of order because she felt it's important to review at the beginning of the year.

No comments from other board members.

**6. Section 5000 Law Reference Updates (Policies affected: 5103, 5201, 5202, 5203)**

There are a few law references that need updating, these can be found in the handouts.

**Motion to adopt the changes to policies 5103, 5201, 5202, and 5203 that are noted in the handouts:** Olivia Kirkham

**Second:** Corey Zhao

**Affirmative Vote:** Olivia Kirkham, Ryan Reeves, Lindsey Fowers, Corey Zhao, Jeffrey Mason, and James Lyman

**Resolved:** motion passes unanimously

## **7. TECS Philosophy: Jim Peterson**

Jim Peterson had board members read the bolded sentences from the recommendations in the book "Becoming a Nation of Readers". He pointed out that Thomas Edison Charter Schools follow most if not all of these recommendations.

Principal Kirk commented that most schools try to implement these things, but it comes back to teacher training, following up with teachers, and being consistent at a high level. Thomas Edison is great at these things which is why they are so successful.

President Kirkham recently got her master's degree in literacy instruction, and from what she has learned she feels Thomas Edison has it figured out.

Board member Ryan Reeves commented that based on the national average, it is key to have reading develop by third grade because after 3rd grade reading development decreases dramatically.

Co-Principal Larsen commented it's important to note the recommendations start with parent involvement, this shows that parents have a responsibility and obligation to help their students learn to read. President Kirkham mentions Thomas Edison is good at empowering parents to be and get involved with their student's education.

## **8. Financial Report: Jim Peterson**

The June reports are completed and if you notice on North's report the large expense is for the building addition. Their running average (red line) shows they are still between the annual budget and cash surplus. The South campus shows a large expense in July, because they purchased the new language arts curriculum, CKLA.

The August reports show two plots of data. North has high expenses in August due to the remaining building addition costs. South is showing no major expenses at the moment, but there are larger expenses coming in the near future.

Board member Lindsey Fowers asked how often the budget numbers looked like they did in the June report. Jim Peterson said that is rare, and the construction project came from cash surplus funds and not operating funds.

Co-Principal Larsen mentioned that even though the schools have these major projects, they still eliminated debt and kept a good cash surplus due to the great work of Jim Peterson and Steve Finley.

#### **9. Student Data Report: Angela Barton**

Angela mentioned the state averages have not been released, but she is fairly confident that most, if not all, of the school's grade levels are at or above the state average. Most grade levels showed great proficiency increases, which is phenomenal.

#### **10. School-based mental health grant: SarahAnn Delaney**

*Skipped momentarily, waiting for the presenter to arrive. This will be moved to the end of the meeting.*

#### **11. LEA-specific licenses: Angela Barton**

The school wants to put Conrad Dunn on an LEA-specific license. He has completed his background check and is clear.

**Motion to approve the LEA-specific license for Conrad Dunn:** Olivia Kirkham

**Second:** Lindsey Fowers

**Affirmative Vote:** Olivia Kirkham, Ryan Reeves, Lindsey Fowers, Corey Zhao, Jeffrey Mason, and James Lyman

**Resolved:** motion passes unanimously

#### **12. Policy 5105 School Fees (review and yearly approval)**

The board is required to review this law annually to make sure the school is still in compliance. The state made some changes to the definition of "fee" by adding if a service is a condition of the student's full participation that is considered a fee. There are also some changes to the Secondary Schools fee definition. The Utah code has also been updated.

**Motion to approve the updated School Fees Policy:** Olivia Kirkham

**Second:** Corey Zhao

**Affirmative Vote:** Olivia Kirkham, Ryan Reeves, Lindsey Fowers, Corey Zhao, Jeffrey Mason, and James Lyman

**Resolved:** motion passes unanimously

#### **13. 3101 Teacher Compensation Plan**

The first change is the Legislative Salary Adjustment is now called the Educator's Salary Adjustment, and it can be awarded only if the teacher has not received an unsatisfactory rating on the three most recent evaluations. The second change is the Spalding class stipend has increased from \$500 to \$700.

**Motion to approve the new Teacher Compensation Plan:** Olivia Kirkham

**Second:** Ryan Reeves

**Affirmative Vote:** Olivia Kirkham, Ryan Reeves, Lindsey Fowers, Corey Zhao, Jeffrey Mason, and James Lyman

**Resolved:** motion passes unanimously

#### **14. Policy 3204 Teacher Development Plan**

The current policy's development plan is based on previous Utah Effective Teaching Standards. The standards have been updated and so the new plan will include the updated state standards. The categories are the same, but the subcategories have been updated.

**Motion to approve 3204 the new Teacher Development Policy:** Olivia Kirkham

**Second:** Ryan Reeves

**Affirmative Vote:** Olivia Kirkham, Ryan Reeves, Lindsey Fowers, Corey Zhao, Jeffrey Mason, and James Lyman

**Resolved:** motion passes unanimously

#### **15. Principal Reports:**

South -

The enrollment numbers are lower than last year. There are various reasons why students leave but most of those reasons are out of the school's control. There are a few kids on the waiting list in 2nd and

The school had an average of 94% attendance at Back-to-School-Night.

The school is really excited about their SRO, they took him around to introduce him to K-5 grades.

The school has some higher maintenance costs at the beginning of the year, but the school is about 20 years old, so these kinds of costs will come up since the school is older.

North -

Enrollment numbers are at 491.

The school addition is complete and teachers got moved in just before school. Silver Leaf did a fantastic job and they were very helpful, and their customer service was fantastic and they paid attention to details.

The school had an open house style back to school night, and it seemed very successful. There was some confusion about attendance numbers so there isn't accurate attendance to report on.

#### **16. Vendor & Personnel Requests: Melani Kirk & Jamie Lewis**

**Personnel -**

South -

Teresa von Niederhausern - MS Sped Aide

Helen Banbury - Elementary Sped Aide

North -  
none

**Vendors -**  
South - none  
North - none

**Motion to approve the personnel requests from South Campus:** Olivia Kirkham

**Second:** Ryan Reeves

**Affirmative Vote:** Olivia Kirkham, Ryan Reeves, Lindsey Fowers, Corey Zhao, Jeffrey Mason, and James Lyman

**Resolved:** motion passes unanimously

## **17. School-based mental health grant: SarahAnn Delaney**

The school therapist at North will be Andrea from the Family Place and she also works at Bear River Mental Health. She will be seeing 8-10 students at North campus every Wednesday. This is a collaborative effort the therapists will be working with not only students, but meeting with parents and teachers. The school therapist at South will be Yesenia, she is a marriage and family therapist, who is contracted through the Family Place.

Assistant Principal Smith said she has seen excellent results with the students that were able to be a part of this program last year.

Principal Kirk mentioned there is a specific process for selecting students to be a part of this program. One of the main focuses is to help students who don't have access or means to getting this kind of help outside of school. The teacher submits a request, then the school reaches out to the families to get some official forms signed, and then those forms are submitted to the Family Place.

Co-Principal Lewis stated that last year the grant was only utilized for North, so there were therapists at the school two days a week. This year the grant will be split with South, so there will be a therapist at each school for one day a week. The students chosen are ones that have significant challenges, ones that interfere with their learning and development, but the results are worth the time it takes them away from their classes because overall, they are performing better in school.

*\*James Lyman left the meeting at 6:24 pm*

Counselor SarahAnn Delaney needs annual board approval for the grant. Right now, it's just a three-year grant, but if there are additional funds still remaining in the grant after the three years the school can apply for the grant again.

**Motion to approve the School-based mental health grant for the coming year:** Olivia Kirkham

**Second:** Ryan Reeves

**Affirmative Vote:** Olivia Kirkham, Ryan Reeves, Lindsey Fowers, Corey Zhao, and Jeffrey Mason

**Resolved:** motion passes unanimously

**18. Adjourn at 6:27 pm**