

Thomas Edison Charter Schools  
Governing Board Meeting  
Date: March 12, 2025

**Meeting called to order at 5:33 pm by Olivia Kirkham**

**Board Members Present:** Olivia Kirkham, James Lyman, and Corey Zhao

**Board Members Participating Electronically:** Lindsey Fowers, Ryan Reeves, and Jeff Mason

**Board Members Absent and Excused:** James Lyman

**Conducting:** Olivia Kirkham

1. **Adoption of the Agenda**
2. **Public Comment:** none
3. **Approval of Minutes**

**Motion to approve the minutes as distributed:** Olivia Kirkham

**Second:** Corey Zhao

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

**Resolved:** unanimous

**4. Board Training - Brian Carpenter Podcast #6 That'll be \$1.4 million please**

Brian Carpenter training: #6 – Governing Board members can be personally liable for failures of the school and it should govern accordingly. Board members are responsible for minimizing their risk. Board members should consider doing a risk assessment oversight. Board members should review the board bylaws and ensure there is proper separation of duties and oversight. Anyone associated with the school who has access to money should be bonded.

-President Olivia Kirkham stated the governing board currently does all the bullet points suggested in the training and avoids doing the bullet points that the training states not to do.

**5. Board Training Discussion: P&P 4000 (Curriculum & Instruction); Teacher Handbook**

-President Kirkham said they can discuss this as they talk about the board members' school visits. She hopes the policies look familiar as it should be things they see happening in the school.

**6. Section 4000 Law Reference Updates:**

There are changes and updates to law codes in this section.

**Motion to approve the law references updates for policy 4101 and 4202:** Olivia Kirkham

**Second:** James Lyman

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

**Resolved:** unanimous

## **7. Board Visit Reports**

-President Olivia Kirkham spent her visit at the North campus in middle school. She appreciated the in-depth work the students had on display. She also spent time in the hallways during class transition, and she felt students were very respectful. She was impressed by the respectful relationship between students and teachers, she could feel a sense of community, and the students were very engaged in learning. She also visited kindergarten and there was a lot of energy, but the teachers still had high expectations and did so with warmth and love.

-Lindsey Fowers went to the South campus and also visited middle school. She was impressed with how similar the teaching was to North campus. There was a lot of consistency and similarities to the North campus. This impressed her because she believes this is due to administration efforts and how well the teachers from both campuses work together.

-James Lyman went to the North science fair and he was impressed by the camaraderie and support the students gave to each other especially during the awards portion.

-Jeff Mason was impressed by the quality of the science fair projects and the amount of work that went into the projects.

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

The school philosophy on teacher salary, is different than the county's policy. In the handouts is the Cache County School District step and lane salary schedule, which is a very common practice throughout the country, and is based only on a teacher's years of experience and education. At Thomas Edison they use experience and education but also includes components of Spaulding training, the grades they get, and good performance/evaluation results. Teachers need to show quality of teaching and progress in their teaching to move up salary levels.

-James Lyman asked what if they hire a teacher coming in from another district, how do they consider their starting pay? Principal Kirk said they take their work experience into consideration when they offer initial salary pay. Principal Jamie Lewis said the top of each level range allows flexibility to make salary adjustments based on a teacher's previous experience.

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

Both campuses are continuing to operate below the monthly budgeted average (light blue line on the graph). The running average (red line) is below the budgeted average by \$22K for North campus and just under \$33K for South campus. Both schools are looking like they will end the year below the budgeted monthly average.

#### 10. Legislative Update: Jim Peterson

The legislative session has ended and the two most important bills that affect school funding are the Base Budget Amendment bill and the Public Education Amendment Budget bill. The Base Budget Amendment bill established a 4% increase for WPU and the local replacement funding at just over 9%. The Public Education Amendments Budget bill did not add an additional increase to the WPU this year but instead increased the educator salary adjustment stipend to \$10,350.

#### 11. Pre-ACT data: Jamin Bingham

Both campuses are below the national average for students needing interventions in all testing categories (math, science, English, reading and STEM) and above the national average for students' proficiency in all the testing categories. For North campus there was a significant drop in math proficiency, a slight drop in science, English, reading, and STEM. Fluctuations are expected when you test a different cohort of students, and this year, North had more students with accommodations than last year. South campus saw a decrease in proficiency in math and reading, and saw an increase in science, English, and STEM. The national average saw a significant drop in math scores, which may be due to where the kids were in their learning when COVID hit. In general, ACT scores have been lowering the last few years and the state is saying that is due to COVID.

#### 12. Time and Effort Policy and Procedures: Steve Finley

Time and Effort certifications are a federal requirement for special education federal funding. The policy ensures the school is compliant with federal regulations. Red Apple Finance has a designated employee that is in charge of making the policy and making sure the schools stay in compliance.

**Motion to approve the Time and Effort Policy and Procedures:** Olivia Kirkham

**Second:** Corey Zhao

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

**Resolved:** unanimous

#### 13. Robotics Report: Ralph Trumble

The Apollo Bots and Robo Eagles are North campuses two robotics teams and they work through the company called First Robotics. The theme for this year was "Oceans". One part of the competition is an animation project, the Robo Eagles project idea was putting a powder form of cactus mucus into a fire extinguisher to spray on small oil spills to help breakdown the oil, and the Apollo Bots idea was to create a VR scuba diving mask that would project images of the surrounding water for the diver to see. In addition, both teams created a robot and their robots had to complete in various missions in the robot games to earn points. The teams are also judged on their Gracious Professionalism, which is how well students work together as a team and how they

treat the other competing teams. Robo Eagles took first place at Regionals, then moved onto State and got second at the state competition and they won the CORE Values award.

**14. Dress Code Policy #4104 (shoe requirements update): Melani Kirk**

The main change in this policy is regarding footwear, all footwear will need to cover the entire foot. Next, in the administration interpretation, it now excludes shoes like crocs and any type of slipper shoe as proper footwear. The last change is they removed the word “girl” before slacks.

**Motion to approve the changes about the footwear and the slacks:** Olivia Kirkham

**Second:** Lindsey Fowers

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

**Resolved:** unanimous

**15. Early Childhood Education Policy #4104 (toilet training update): Melani Kirk**

The new policy includes sentences regarding toilet training assurances.

**Motion to approve the change in the Early Childhood Education Policy:** Olivia Kirkham

**Second:** James Lyman

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

**Resolved:** unanimous

**16. Attendance and Tardiness Policy #2208: Jamie Lewis**

The school does not currently have an attendance policy and the administration feels like it needs to have a policy in place. The school has a Tardiness policy and they want to combine the new attendance policy with the tardiness policy. The attendance procedures outline the steps of how the school will handle attendance issues. The policy indicates what is an excused absence.

-Ryan Reeves asked if the schools are seeing problems with attendance. Principal Lewis stated that since COVID, both campuses have seen issues with students not coming to school which is significantly greater than before COVID. Attendance is an issue statewide.

**Motion to approve the Attendance and Tardiness Policy and Procedures:** Olivia Kirkham

**Second:** Corey Zhao

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

**Resolved:** unanimous

**17. Board Candidates review: Olivia Kirkham**

Board members James Lyman and Olivia Kirkham will not be returning to the governing board next year. The schools are in the process of finding candidates to replace them. The governing board will need to interview candidates and then vote them in during the May meeting.

#### **18. Closed session**

**Motion to enter into a closed meeting pursuant to Utah code 52-405 for the purpose of discussing the character, competence, or physical and mental health of an individual. The closed session will be held at Thomas Edison Charter School South on March 12, 2025 at 6:33 pm**

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

**Resolved:** Unanimous

**Reconvening the open session of the Thomas Edison Governing Board meeting on March 12, 2025 at 6:51pm.**

**Present are:** Olivia Kirkham, James Lyman, and Corey Zhao

**Participating electronically:** Lindsey Fowers, Ryan Reeves and Jeff Mason

#### **19. Principal Contract Renewals**

**Motion to renew the contract as principal for Melani Kirk:** Olivia Kirkham

**Second:** James Lyman

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

**Resolved:** unanimous

**Motion to have Brad Larsen serve as the principal for Thomas Edison North:** Olivia Kirkham

**Second:** Corey Zhao

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

**Resolved:** unanimous

#### **20. Principal Reports: Melani Kirk and Brad Larsen**

**North –**

- The enrollment numbers are down by only 6 students when compared to last year.
- Please review the handouts for the various activities that happened at the school.

**South –**

- Current enrollment is at 687, the school lost 35 students to moving outside of the valley. The enrollment for fall 2025 is at 683, with 30 openings in kindergarten.
- Please review the handouts for information on other school activities.

## 21. Vendor and Personnel Requests

### North –

No vendors, but they are looking into a few school projects, one of which is roof repairs.

#### *Personnel-*

Melissa Pettit (current teacher)- move to teach the 4<sup>th</sup> grade

Tami King- 5<sup>th</sup> grade teacher.

**Motion to approve Tami King as a North campus 5<sup>th</sup> grade teacher:** Olivia Kirkham

**Second:** Corey Zhao

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

**Resolved:** unanimous

### South –

#### *No Vendors*

#### *Personnel-*

Ashley Roy – 1<sup>st</sup> grade teacher

Rob Davis – Art Teacher

**Motion to approve Ashley Roy and Rob Davis as new hires at South campus:** Olivia Kirkham

**Second:** James Lyman

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

**Resolved:** unanimous

## 22. Adjourn: 6:59 pm