

**John Hancock Charter School Board Meeting Minutes  
(General Session)  
28 August 2024**

Location: John Hancock Charter School, 210 N. 100 E. Pleasant Grove, Utah  
Time: 7:00 P.M.–8:00 P.M.  
Attendees: Kim Frank, Melissa Heppler, Wendy Morgan, Allison Clinger, McKay Ballard, and Kyle Tippetts (Others: Julie Adamic, Craig Frank, and Heather Lamb)

**Proceedings**

- Welcome by Kim Frank
- Julie Adamic explained that JHCS was randomly selected to participate in the USBE attendance audit. School has had its first meeting with USBE.
- Wendy Morgan moved to approve the 19 June 2024 minutes. McKay Ballard seconded. Unanimously approved.
- The board received prior to the meeting the Executive Report and reviewed it briefly during the meeting.
- No public comments.
- Finance committee update.
- Julie Adamic presented the Teacher and Student Success Act Framework Policy for 2024-2025. Allison Clinger moved to approve the policy as presented. Wendy Morgan seconded. Unanimously approved. Julie then presented the plan for board review.
- The board reviewed the definition of at-risk students. Julie Adamic presented the language, which hasn't changed from previous years. Wendy Morgan seconded. Unanimously approved.
- Melissa Heppler presented the parent committee update.
  - PG update by Melissa Heppler: Working on carnival for September. Will offer classroom money to new teachers. Would like to get a bubble machine.
  - EM update by Heather Lamb: Carnival in October. Arctic Circle fundraiser going on now. Getting lunch volunteers. Assisting with the uniform exchange and food pantry. Heather is the main point of contact between parents and school.

- Julie Adamic updated the board on summer maintenance, repairs, and improvement. Much was done to comply with state law.
- Board Policy Review:
  - Background Check and Reporting Policy (first reading). Wendy Morgan moved to accept this policy as a first reading. Kyle Tippetts seconded. Unanimously approved.
  - Conflict of Interest Policy (first reading). Allison Clinger moved to accept this policy as a first reading. Wendy Morgan seconded. Unanimously approved.
  - General Education Provisions Act (GEPA) Statement (revision). Wendy Morgan moved to accept the revised policy. McKay Ballard seconded. Board discussion. Wendy Morgan and McKay Ballard moved to withdraw their motions and table the discussion until further notice. Unanimously approved.
  - Nondiscrimination Statement (first reading). Kyle Tippetts moved to accept this policy as a first reading. Wendy Morgan seconded. Unanimously approved.
  - Student Membership Policy and Procedures (first reading). Wendy Morgan moved to accept this policy as a first reading. Allison Clinger seconded. Unanimously approved.
  - Finance Policy (first reading). It was proposed that we revisit this policy and its framework. Wendy Morgan moved to accept this policy as a first reading. Melissa Heppler seconded. Unanimously approved.
- Request for Board Policies to Be Categorized as Administrative Guidelines
  - Blood-borne pathogens is now a guideline, no longer a policy.
  - Student Dress policy now to be guidelines.
  - Allison Clinger moved to recategorize our Blood-Borne Pathogens and Dress Code policies as guidelines. Kyle Tippetts seconded. Unanimously approved.
- Board reviewed notices of new administrative guidelines:
  - Personal Student Device Policy. Wendy Morgan moved to accept this policy as an administrative guideline. Kyle Tippetts seconded. Unanimously approved. This will be revisited next month.
  - Required updates to Employee Handbook. Wendy Morgan moved to make required updates to handbook an administrative guideline. McKay Ballard seconded. Unanimously approved.

- Allison Clinger moved to close general session and enter executive session. Wendy Morgan seconded. Unanimously approved.
- Board returned to general session.
- Cindy Phillips joined to train the board on the Open and Public Meetings Act.
- Allison Clinger moved to adjourn. Wendy Morgan seconded. Unanimously approved.