



Wasatch Charter School  
Governing Board Meeting  
March 26, 2025 | 6:15 PM - 7:25 PM  
1458 East Murray-Holladay Road, Holladay, UT 84117

[Zoom Link](#), [Board Packet](#)

## Minutes

### 1. Opening

- a. Confirm Recorder is on: Confirmed.
- b. Roll Call and confirm Quorum: Quorum confirmed.

#### Present:

Melissa Jensen, Board President  
Peter Westman, Board Member  
Lyn Spataro, Board Member  
Mac Gaulin, Board Member  
Rhannon McDaniel, Board Member  
Rachel Harris, Board Member  
Smith Monson, Board Member  
Sarah Gonzales, Board Member  
Heather Campbell, Executive Director  
Nicole Denison, PAC chair  
Tricia Sullivan, Wasatch Family Foundation Director  
Brian Cates, Business Manager (via Zoom)

#### Public attendees (all via Zoom):

Chalimar Swain  
Misti Moberly

- c. Potential Conflicts of Interest: None reported.
- d. Waldorf Verse

*"The healthy social life is found  
When in the mirror of each human soul  
The whole community finds its reflection,  
And when, in the community,*

*The strength of each one is living.”*

*-Rudolf Steiner*

2. Chair Remarks: Trustee Jensen requested feedback about the survey that was sent to the board, suggesting a vote next month will be on the agenda. Ms. Jensen expressed deep gratitude for Trustee Spataro's long history with the board and immensely valuable work.
  - a. Board training follow up and [annual training tracker](#): Ms. Jensen reminded Board members to complete their required annual trainings.
  - b. [Board mandate development](#): Ms. Jensen shared that the Board mandate is currently in progress and is out for feedback, and requested the board look at the mandate which is intended to be voted on next month as well.
  - c. [Board calendar](#): Ms. Jensen mentioned that the calendar is still under development, but available for review by the board.
3. Approval of Meeting Minutes: Trustee Gaulin made a motion to approve the meeting minutes from February 26th; Trustee Monson seconded the motion, which carried unanimously and all minutes were approved.
  - a. [February 26th Meeting Minutes](#)
4. Option for Public Participation: Not exercised.
5. Business Manager Report: Mr. Cates mentioned receiving the estimates from the legislative updates. Mr. Cates will be updating the numbers given increases in revenue received by the state per student, which assume an October 1 count of 627 students, which the finance committee believes is conservative and will be surpassed next year. PTIF was deposited into last month, but is still looking healthy. Mr. Cates reported 4.7% operating margin, which is very healthy, but this estimate will be further refined as more data comes in. Enrollment is at 622, which is holding steady from last month and not dropping at this point as in previous years. Mr. Cates mentioned that in April the compliance book usually is sent by the Auditors to show what is tested in the audit, specifically items that need to be done from a compliance standpoint. The fraud risk assessment was signed by Ms. Merchant, and WCS received full marks (omitting the one category that does not apply).
6. Foundation update: Ms. Sullivan shared that the past month was primarily taken by the auction, and she offered appreciation for Trustee McDaniel for stepping into a hard task and doing brilliantly. Ms. Sullivan asked for board members to call top donors, and Trustees Monson and Jensen offered to do so. Ms. Sullivan also reminded the board members that it would be helpful for the board members to leverage their professional and personal networks to seek donations. Trustee Westman suggested that auction items might be sought during international travel. Ms. Sullivan mentioned that there are some remaining items that will still be auctioned in the “after auction” which is available in the weekly notes email. Ms. Sullivan mentioned appreciation for Kandyce Galanis as a steady, helpful presence throughout the entire process, including the graphic design among other tasks. Ms. Sullivan mentioned that she will be leading main lesson tours, and encouraged board members to sign up. Lastly, Ms. Sullivan reminded the board that

Lee Sturgeon Day will be visiting WCS, and will be sharing “Nurturing the Nurturers” workshop on May 8th with the community.

7. Teacher Training - SPED: Executive Director Campbell shared that WCS just got a 100% score on the SPED review that was just completed, and complimented all the people who helped to that end. Ms. Campbell then shared the history of SPED education, and specifics about how WCS provides SPED services.
8. Executive Director Report discussion: Trustee Jensen asked Ms. Campbell how she was doing in the transition, and Ms. Campbell shared the various aspects of the transition that she is working on and figuring out. Ms. Jensen discussed planning of questions for the third-party consultant that the board will be engaging with, and requested of the board any additional questions they might have to bring forward. Trustee Westman highlighted that the board should be clear that the intention was not to put more work or stress on the Administration during this process while still having a positive impact on the school, potentially with a coaching style approach. Trustee Monson expressed a desire that the third-party be Waldorf related. Ms. Jensen reiterated that the intent of the consultant is not to evaluate, but to learn. Trustee McDaniel expressed a desire to have greater understanding of the parent community, its engagement, and its role in WCS. Mr. Monson expressed a desire to have clarity around what structure would be best suited to achieve the desired outcomes of WCS. Ms. Campbell expressed a desire that the three-fold order be part of these structures. Trustee Spataro mentioned that learning about tradeoffs and potential reorganization should be intended to optimize what WCS is doing and how.
  - a. Vote on Board Calendar
  - b. Fee schedule: Board acknowledges that they will be reviewing the schedule for a vote next month.
  - c. Supply purchase approval: Trustee Monson motioned to approve the early supply order from Mercurious for 15,000 + shipping costs, Trustee Gonzales seconded, and the motion passed with unanimous support.
9. Committee Reports (25 min; 6:50 pm)
  - a. Executive Committee: Trustee Jensen reminded the board that the executive committee sits in joint committee meetings every week to touch base with the broad categories of the school leadership: family council, PAC, admin.
    - i. Ms. Jensen then discussed the structure of board meetings given a desire to increase the board’s time to discuss issues, and how some reorganization has been done already (moving committee reports to the end of the meeting). Going forward, the EC has discussed moving more reports to written format, and non-board reports (e.g. Finance and Foundation) to less frequent verbal reports. Trustee Monson suggested moving to a visual slide format where committees would get one slide to force Concision. The board generally appreciated this approach, discussing various implementation details. The conclusion was that Mr. Cates would give a report twice a year, and Ms. Sullivan would put her updates into the Foundation Committee update portion.
    - ii. May board retreat: Trustee Jensen discussed the aspects of the board retreat that need to be planned, mentioning that members wishing to

move committees would be available to discuss at the retreat. Trustee Gaulin shamelessly volunteered Trustee Monson to help organize, and Mr. Monson agreed. Trustee McDaniel asked if there was board training that might be available, and Ms. Sullivan offered to send resources to the board. Ms. Jensen concluded that she will be sending out a poll to choose a date that would work best for all members.

- b. Fundraising Committee: Trustee McDaniel disclosed that the income from the auction was roughly \$34,000, and that the net proceeds were likely \$25,000. Ms. McDaniel mentioned that the fundraising committee is not planning on doing an opportunity drawing at the spring showcase, and instead focus will be put on sustainer donations. Ms. Denison asked how the sustainer program would be publicized to the broader community and public generally, and Ms. McDaniel answered that this is an issue that will be discussed in the upcoming fundraising meeting. Ms. Sullivan shared that “fund-a-need” did better than it has historically, and Ms. McDaniel shared the specific break-downs of sources of income from the auction. Ms. McDaniel mentioned that she received feedback from attendees that having the event at the school was appreciated, and that there may be an avenue in the future to have alcohol at the events. Trustee Westman suggested having sustainer-level benefits, such as free tickets to events, etc. Ms. Sullivan highlighted that the entertainment, auctioneer, sound system, and the space was donated fully, as was all of the decor. Ms. McDaniel mentioned that the decor was incredible, but that its cost may not be sustainable going forward as it was a large effort from myriad stakeholders. Mr. Westman emphasized that his hope for this event going forward would be that it fulfills the community holistically, without causing burnout from any participants or volunteers. Ms. Jensen seconded this and added that the board’s role in fundraising is coordination, and that such reconnecting with the goals of fundraising is community centric.
  - c. Policy Committee: Trustee Gaulin motioned to approve the following four policies, and Trustee Westman seconded. Mr. Gaulin overviewed that the bullying policy was updated to reflect legislative changes to add the recording of bullying events to covered behavior, and the discipline policy was amended to allow the ED to designate an individual for in person requirements. The board voted unanimously to approve the policy updates with Trustee Monson abstaining.
    - i. [Bullying and Harassment Policy](#)
    - ii. [Discipline & Safe School Policy](#)
    - iii. [Dress Code](#)
    - iv. [Athletic Policy](#)
10. Option for Closed Session: Trustee Gaulin made a motion to move into closed session to discuss the character and competence of an individual, and to discuss the purchase or exchange of real property; Trustee Harris seconded the motion, and the board voted unanimously to enter closed session (with Trustee Monson abstaining). The meeting moved into closed session at 7:55pm.
11. Resumption of open meeting: The open meeting resumed at 8:10 PM; Trustee Gaulin affirmed that the topics discussed in the closed session were limited to those stated as the reason for the closed session.

12. Closing: Trustee Gonzales motioned to adjourn the meeting at 8:11 PM.

13. Adjourn

*Board Meeting Public Participation Note:*

Persons requesting to speak to the board of education in an open meeting need to sign up prior to the start of the open session of the board meeting. Resolution of questions or responses to proposals should not be expected at this meeting; staff or others may be asked to research and/or prepare materials and solutions for a later time. Fifteen minutes total have been scheduled for persons requesting to speak. Three minutes will be allotted for individual requests and five minutes will be allotted for group requests. If we receive more requests than the allotted time permits, those requests may be scheduled for the next board business meeting. Your concerns may be submitted in writing to the Board Secretary for distribution to the board at any time.