



Wasatch Charter School
Governing Board Meeting
April 23, 2025 | 6:15 PM - 7:45 PM
1458 East Murray-Holladay Road, Holladay, UT 84117

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
Mac Gaulin, Board Member
Rhiannon McDaniel, Board Member
Smith Monson, Board Member
Sarah Gonzales, Board Member
Heather Campbell, Executive Director
Kara Salisbury, Administrative Director (via Zoom)
Tricia Sullivan, Wasatch Family Foundation Director
Misti Moberly, Class Teacher
Vivian Gayol, Board Candidate
Public attendees (via Zoom):
Jeff Hirst
Jennifer Samuelson
Katie Benish

Excused:

Melissa Frisch, Board Member
Rachel Harris, Board Member

- 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

- a. Board training follow up and [annual training tracker](#): No remarks needed.
- b. [Board mandate](#): Trustee Jensen stated that the Board mandate is ready to go back to the Joint Committee for a final review and should be ready to be adopted after that.
- c. [Board calendar](#): Ms. Jensen reminded the Board to review the calendar and that it would be reviewed at the May retreat.
- d. Executive Committee
 - i. May 30th Board retreat 1 planning: Ms. Jensen spoke about the Board retreat scheduled for May 30 from 8:30am to 12:00pm, which will be held at the school.
 - ii. Employee Climate [Survey update and vote](#): Ms. Jensen noted that the Employee Climate Survey has been available in the Board folder for review for several weeks, and invited a motion to approve the survey. Trustee Gaulin made a motion to approve the Employee Climate Survey; Trustee McDaniel seconded the motion, which carried unanimously.
 - iii. Vote on Board Calendar: Tabled until a future meeting.

3. Approval of Meeting Minutes

- a. [March 26th Meeting Minutes](#): Trustee Monson made a motion to approve the March 26, 2025 Board Meeting Minutes; Trustee McDaniel seconded the motion, which carried unanimously.

4. Option for Public Participation: No requests for participation.

- 5. Jeff Hirst - American Insurance discussion: Mr. Hirst shared information about increases in insurance premium rates and the varying causes for those increases. He stated that the direct cause of rate increases is the amount of claims for large losses, and said that the increasing number and severity of large losses is a troubling trend. Mr. Hirst shared snapshots of cases that have been successfully brought against schools both nationwide and in Utah, and the corresponding financial losses associated with those. He then shared feedback that has been gathered from the two insurance agencies that work the most with charter schools in Utah, regarding best practices that can be followed to minimize claims, lawsuits, and losses.
- 6. Teacher Training - Misti Moberly: Ms. Moberly shared an overview of the progression of music introduction through the grades in a Waldorf school. She then shared her proposal and vision for a shift in music education in our school, which largely would be marked by a shift away from the intense focus on the classical stringed instruments, and toward a more varied music experience that includes a wider variety of instruments and also vocal music, movement, and dance.
- 7. Executive Director Report discussion: Ms. Campbell touched briefly on points noted in the report including: current enrollment numbers, the most recent parent evening, the

Special Education Stakeholder Meeting, the Pedagogical Advisory Committee's recent retreat and their completion of the PAC Mandate, plans for the transition for the school library, upcoming events such as the 5th Grade Pentathlon, etc. Ms. Campbell then spoke about her transition process into the Executive Director role, which includes transferring her former duties to other staff members, and learning about Emily's duties. She shared that one of her priorities as the Executive Director is to improve the school's culture of feedback, primarily by modeling an openness to feedback herself. She also wants to put more of a focus on surveys and using the information that comes from them. She shared that she wants to focus on HR processes including onboarding for new employees.

- a. Fee approval: Trustee Gaulin made a motion to approve the school fees for the 2025-26 school year; Trustee Monson seconded the motion, which carried unanimously.
- b. Ms. Jensen noted that Ms. Campbell's report also included a bid from a third party to come in to review the school from a wholistic perspective, which was something the Board requested upon hiring Ms. Campbell as the new Executive Director. Ms. Jensen invited a motion to delegate to the Executive Committee to execute the process with the third party (Liz Bevan from the Alliance for Public Waldorf Education) and get that process started. Trustee Jensen made a motion to delegate to the Executive Committee to execute the contract with Liz Bevan and the Alliance for this third party school review process; Trustee McDaniel seconded the motion, which carried unanimously.

8. Committee Reports:

- a. Fundraising Committee: Ms. McDaniel spoke about the Sustainer Program that will comprise the fundraising portion of the Spring Showcase happening on Saturday April 26.
- b. Policies for Vote: Mr. Gaulin spoke about the policies up for vote, stating that there were not substantive changes in any of the policies that were reviewed. Trustee Gaulin made a motion to approve the six policies listed below; Trustee Westman seconded the motion, which carried unanimously.
 - i. [Background Checks Policy](#)
 - ii. [Educational Services Outside of Regular Employment](#)
 - iii. [Substitute Teacher Policy](#)
 - iv. [Financial Reporting](#)
 - v. [Financial Transaction Policy](#)
 - vi. [Library Selections](#)
- c. Finance Committee: Ms. Gonzalez reported that all financial markers are looking healthy for this point in the year as of the last Finance Committee meeting.
- d. Governance Committee: As reported at the beginning of the meeting. Mr. Westman added at this point that his term on the Board is coming to a close, and wanted to mention this in connection to his role as the current liaison to the Wasatch Family Foundation Board, so that this will not be a vacancy that blindsides anyone.

9. Option for Closed Session: Trustee Gaulin made a motion to move into closed session to discuss the character and competence of an individual; Trustee Jensen seconded the motion, which carried and the meeting moved into closed session at 7:54pm.

10. Resumption of open meeting: The open meeting resumed at 8:46 PM; Trustee Gaulin affirmed that the topics discussed in the closed session were limited to those stated as the reason for the closed session.
11. Closing: Trustee Jensen motioned to adjourn the meeting at 8:47 PM.
12. Adjourn