



Wasatch Charter School
Governing Board Meeting
June 25, 2025 | 12:00 PM - 1:45 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 (all via Zoom):
Melissa Jensen, Board President
Mac Gaulin, Board Member
Melissa Frisch, Board Member
Peter Westman, Board Member
Rhiannon McDaniel, Board Member
Smith Monson, Board Member
Rachel Harris, Board Member
Sarah Gonzales, Board Member
Vivian Gayol, Board Member
Heather Campbell, Executive Director
Kara Salisbury, Administrative Director
Tricia Sullivan, Wasatch Family Foundation Director

- 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. Executive Committee Remarks

- a. Board training follow up and [annual training tracker](#): Trustee Jensen reviewed the completion status for required trainings for Board members.
- b. Ms. Jensen recapped the Board Retreat from May.
 - i. She shared that there was discussion about Board priorities, and that these can be summarized as the goal to refine the roles and expectations

of the Board. “What is our role as a Board and how much time should it take (expectations of each Board member)?”

- ii. Ms. Jensen stated that the next steps from the Board Retreat include Mr. Monson doing a final revision to the Board Mandate; she then noted that the Board will vote on the Mandate at the Annual Meeting in August.
- iii. Next steps also include refinement of fundraising strategies, and discussion about meeting format and systems.
- iv. Ms. Jensen noted that Mr. Westman’s last Board meeting will be the meeting in August, and Ms. Frisch’s last meeting will be the meeting in October.
- v. Ms. Jensen shared the Board calendar which includes a training tracker, Board meeting dates, agenda tracker, etc. There was discussion about the Board meeting calendar and it was determined that the dates will all remain as listed on the spreadsheet, but that three of the meetings (at various points in the year) will be shifted to lunchtime meetings rather than evening meetings, and the first two meetings (September and October) will be moved to a 6:30pm start time to accommodate Mr. Gaulin’s schedule in the early fall.
- vi. Ms. Jensen shared that the format for Board leadership is proposed to shift to having three positions: Ex Officio, Chair, and Vice Chair. She proposed that in August, she will shift from Chair to Ex Officio (meaning that she will no longer be a voting member of the Board but will continue to attend Executive Committee meetings to help with continuity and training of a new Chair), that Mr. Gaulin (as current Vice Chair) will be proposed to be voted in as Chair, and that Mr. Gaulin will propose someone to be voted in as the new Vice Chair. These proposals will be finalized at the August meeting.
- vii. There was discussion about potential presentations to the Board, to take place at Board meetings throughout the year. Ms. Jensen shared a list of options, and asked members to indicate if there is a proposal that they would particularly like to see. There were three votes for “Family Council,” two votes for “Foundation” and two votes for “Outdoor Education.”
- c. Ms. Jensen spoke about items that came up as questions from Board members after the presentation by a charter school insurance expert at a previous meeting. She and Ms. Campbell reviewed the general process for handling things like legal issues, HR issues, etc.
- d. [Board mandate](#): The Mandate will be finalized at the August meeting.
- e. Affirm Land Trust Training: It was confirmed that all Board members have completed the School Land Trust training for the year.
- f. Brief survey result discussion: Ms. Jensen said that she will send a summary of the survey results to the Board members, and then questions or discussion can take place.

3. Approval of Meeting Minutes

- a. Approve [April 23rd Meeting Minutes](#)
- b. Approve [May 30th Meeting Minutes](#)

- c. Trustee Gaulin made a motion to approve the meeting minutes for April 23 and May 30; Trustee Frisch seconded the motion, which carried, with an abstention from Trustee Gayol.
- 4. Option for Public Participation: No requests for public participation were made.
- 5. Executive Director Report discussion: Ms. Campbell summarized some points from her report that was provided to members ahead of the meeting.
 - a. Purchase approval for school security upgrades (Rhombus Access Control System): Ms. Campbell explained the function of the Rhombus system, which is for increased security for the exterior doors to the school. She shared that she procured three bids for this kind of system, and Rhombus is the lowest cost out of the bids.
 - b. Ms. Campbell requested approval for an expenditure of \$36,000 for Gradalis Waldorf teacher training for several teachers, as well as funds for Robyn Brown training for several teachers and staff members.
 - c. Trustee Gaulin made a motion to approve the expenditures for the Rhombus system and all proposed professional development expenses; Trustee Harris seconded the motion, which carried unanimously.
 - d. Votes on Maturation and Human Sexuality Curriculum and Mental Health Screener
 - i. Mental Health Screener: Ms. Campbell reviewed that the Mental Health Screener is an optional assessment for students in 7th grade and 8th grade, which is designed to identify students who are in need of help for mental health issues.
 - ii. Maturation and Human Sexuality Curriculum: The curriculum overview was provided to members by Ms. Campbell ahead of the meeting. Trustee Gaulin made a motion to approve the curriculum for Maturation and Human Sexuality, as well as to approve the use of the Mental Health Screener; Trustee McDaniel seconded the motion, which carried unanimously.
 - e. Report of IT Security Breaches in SY2024, if any: There were no IT security breaches to report.
- 6. Committee Report [Discussions](#)
 - a. Issues for Vote:
 - i. Approval of final FY 2025 Budget: There was brief discussion of the finalized budget and the success of the margin that was left at the end of the fiscal year. Trustee Gaulin made a motion to approve the final adjusted FY 2025 Budget; Trustee Gonzales seconded the motion, which carried unanimously.
 - ii. Approval of proposed FY 2026 Budget: Mr. Gaulin noted the items that are differences from last year's budget (consisting of increased teacher pay and grants that the school has received and their expenditure is shown in the forecasted budget). Trustee Gaulin made a motion to approve the proposed FY 2026 Budget; Trustee McDaniel seconded the motion, which carried unanimously.
 - iii. Confirmation that new members of board receive training on audit committees and internal audit functions: As confirmed in the discussion of annually required Board trainings earlier in the meeting.

- iv. Confirm that board members who serve on audit committee are identified on the website: The information on the website is out of date; the correct information will be posted on the website in the coming month.
- 7. Option for Closed Session: Not exercised.
- 8. Closing: Ms. Jensen noted that the discussion of the Board agenda and logistics for continual moving forward of tasks will continue in the August meeting.
- 9. Adjourn: Trustee Gaulin made a motion to adjourn the meeting and the meeting ended at 1:30pm.

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.