



Wasatch Charter School
Governing Board Annual Meeting
August 1, 2025 | 3:15 PM - 5:25 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
Mac Gaulin, Board Member
Rhannon McDaniel, Board Member
Sarah Gonzales, Board Member (via Zoom)
Vivian Gayol, Board Member
Heather Campbell, Executive Director
Kara Salisbury, Administrative Director
Tricia Sullivan, Wasatch Family Foundation Director
Tifani Cox, Family Council Chair
Misti Moberly, member of the public (via Zoom)

Excused:

Melissa Frisch, Board Member
Peter Westman, Board Member
Smith Monson, 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. Approval of Meeting Minutes

- a. [June 28th Meeting Minutes](#): Trustee Gaulin made a motion to approve the June 28, 2025 Meeting Minutes; Trustee Gayol seconded the motion, which carried unanimously.

3. Option for Public Participation: Not exercised.

4. Committee Report Discussions

a. Executive Committee:

- i. Ms. Jensen stated that, with the August meeting being designated as the Board's Annual Meeting, it is in this meeting that the body will need to complete votes for Board Leadership for the coming year. The leadership positions that need to be voted on are Chair, Vice Chair, Secretary, and Treasurer. She reminded the members of the procedure for voting for leadership positions, which is that any Board member can nominate any Board member that they would like to see if any leadership position, and then the body takes votes accordingly. Trustee Jensen then nominated Trustee Smith Monson for the position of Board Secretary; Trustee Gaulin seconded the motion; the vote was taken and carried unanimously. Trustee Jensen nominated Trustee Sarah Gonzales for the position of Board Treasurer; Trustee McDaniel seconded the motion; the vote was taken and carried unanimously. Trustee Jensen nominated Trustee Mac Gaulin for the position of Board Chair; Trustee McDaniel seconded the motion; the vote was taken and carried unanimously. Trustee Gaulin nominated Rhiannon McDaniel for the position of Board Vice Chair; Trustee Jensen seconded the motion; the vote was taken and carried unanimously. Ms. Jensen reminded the members that as of September, she will not be on the Board anymore, but as the Ex Officio Chair, will continue to attend roughly half of Board meetings and will be available for guidance as needed. Mr. Gaulin and Ms. Jensen proposed to Ms. Gayol that she join the Policy Committee; Ms. Gayol agreed to this role.
- ii. Ms. Jensen shared a presentation of the results of the staff survey that was administered in the spring. There was extensive discussion about the results of the survey.]
- iii. It was discussed that the Board Mandate was inadvertently not noticed on the agenda for the current meeting, but that the vote to approve the Board Mandate will be placed on the agenda for the September meeting.
- iv. Ms. Jensen circled back to a discussion from the June meeting, to confirm that there is agreement on the priorities of the Board. She noted, and there was agreement, that the priorities include: roles and expectations of the Board (fundraising, committee work, etc.); systems (how to be sure that things don't fall through the cracks, for example); and fundraising strategy. It was agreed that one piece of addressing the "systems" priority will be to add a "next steps" section at the end of each agenda, where the minutes will be able to record tasks that are needed, with ownership and timeline delineated. There was discussion about other systems that may be options for helping the work of being a Board member be as easy as possible (texts, calendar invites, etc.). There was follow up discussion

about the schedule for Board meetings for the 25-26 school year; there had been questions about the array of evening meetings versus lunchtime meetings; it was concluded and agreed that the meetings for the 25-26 school year will be exclusively evening meetings, at the typical 6:15pm time (the conflict that Mr. Gaulin originally had, which had initiated discussion about doing a slightly later start time during the fall, has resolved, and so all meetings for the year can be at the 6:15pm start time).

- b. Fundraising Committee: Mr. Gaulin shared that he and Ms. Jensen have been having discussions with the Foundation Board regarding how the fundraising process works for our school. He stated that one thing there is broad agreement on is that fundraising and events are not necessarily the same thing, and so those things could be separated out to help prevent burnout. It was also discussed that it could be a positive move to have the Fundraising Committee pull from a more broad group of people rather than only from the school's Board. Mr. Gaulin noted that the next step is to meet as an Executive Committee with the Foundation Board (or representatives of the Foundation Board) to further the conversation.
 - c. Issues for Vote:
 - i. Vote to approve officers (see Executive Committee report section)
 - ii. Policies:
 - 1. [Anti-Discrimination and Harassment Policy](#)
 - 2. [Bullying & Harassment Policy](#)
 - 3. [Transportation Policy](#)
 - 4. [Alternative Language Policy](#)
 - 5. [Employment of Relatives Policy](#)
 - 6. Trustee Gaulin made a motion to approve the updates to all of the policies listed above; Trustee Gayol seconded the motion; there was discussion about the updates to the policies; the vote was taken and carried unanimously. Trustee Gaulin added to his motion that he moves for a vote to affirm that the Board has appropriately seen and approved the annual Executive Director Disclosure to the Board about Employment of Relatives, every year for the last five years, as this has not been voted upon as it was supposed to be (the report has been shared with the Board appropriately, but an annual vote to affirm it has not been taken, as this requirement was inadvertently missed by the Board for those years).
5. Executive Director Report discussion: Ms. Campbell briefly talked through highlights of the report that was shared with the members ahead of the meeting.
- a. Early Learning Plan Approval: Ms. Campbell noted that the Early Learning Plan consists of goals that the school sets for itself in response to the annual review of assessment data for 1st, 2nd, and 3rd grade for reading and math. She shared the goals that the school has set and there was discussion and affirmation of the Board having been advised of the plan.
 - b. Spending approval: Not required.

- c. Annual Disclosure on Employment of Relatives and Discipline Report: Trustee Gaulin made a motion to affirm that the Disclosure on the Employment of Relatives has been shared with the Board, for this year, and also affirming that this has happened for the past 5 years; Trustee McDaniel seconded the motion; the vote was taken and carried unanimously. It was also affirmed that the annual Discipline Report was shared with the Board members for this year as required.
 - d. Confirm that Board members who serve on [Audit Committee](#) are identified on the website: Trustee Gaulin affirmed that the Board members who are participating on the Audit Committee are himself and Trustee Gonzales, and that this information is displayed on the school's website as required.
- 6. Option for Closed Session: Trustee Gaulin made a motion to enter a closed session to discuss the character or competency of an individual and to discuss the purchase, exchange, or lease of real property; Trustee McDaniel seconded the motion, and the meeting entered a closed session at 5:15pm.
 - 7. The open meeting resumed at 5:30pm. Trustee Gaulin affirmed that the content of the closed session was limited to the declared reasons.
 - 8. Adjourn: Trustee Gaulin motioned to adjourn, and the meeting concluded at 5:32pm.

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.