Soldier Hollow Charter School Board of Trustee Meeting

August 19, 2025

3444 West 3000 South, Heber City, Utah

(All times listed are approximate.  The Board reserves the right to vote on any item on the agenda)

The Mission of Soldier Hollow Charter School is to utilize place-based education to foster autonomous, lifelong learning through knowledge of and responsibility for the environment.

**Welcome (Call to order) and Roll Call:** (6:30pm) – Amy Lusby opens meeting 6:36pm roll call Brandon Sherwood, Josh Cook, Amy Lusby, Erin Merryweather, Brandis Turner

**Public Comment:** (6:35 pm)-  The public may address any issue not related to items already on the agenda.  Please refer to our Public Comment at Board Meetings Policy for procedures. The Board will not allow public comment that could violate the privacy rights of individual students or staff members.  The School, Board Members, and Staff are required to protect the privacy of students, and specific student related issues under Federal and State law including the Federal Education Rights Privacy Act.  Additionally, the Board will not allow public comment related to individual Staff Members that calls into question Staff member’s character, professional competence, and/or handling of specific student related issues.  Should attendees wish to provide the Board with comments that may potentially violate the privacy rights of students or staff members, they may submit the comments to the Board in advance of the meeting via theboard@myshcs.org.  The Board may then use their discretion to a) allow the individual submitting the comment to read the statement during public comment, b) may have a board member read the statements to the public during the public comment, possibly omitting any language that could violate privacy laws, or c) may accept the comment as a private communication to the board which the board will then take under advisement. The public should be aware that the Board is unable, by State law, to deliberate or take action on items raised during the public comment time in a Board meeting if they do not appear on the publicly noticed agenda.

No public to comment

**Reports:** (6:45 pm) Board Committees Report– Board Action may be required – (10 min)

 1. PTO (Parent Teacher Organization):

* Recent events – great job at back to school night. US Map looks amazing. Thank you for everything you have done.
* Future events and preparations – Booster thon in process

2. Administration Team Report: (20 min)

* Director –
* Enrollment – New registrar is getting trained. Hiring people and getting them trained. Back to school night went really well and good to have it with another day before school starts gave everyone a breather. Working hard on Place Based, Accountability, and student behavior. PD last week went well. Behavioral specialist to provide training and ongoing feedback to teachers to improve student behavior. New teacher leaders for support. More substance and structure. The energy in the building seems very positive. 335-340 is the number. Flexible until Oct 1
* Academic Excellence
* Wish List for the school/School Projects – put a wish list out for PE/Recess equipment and we have gotten a lot of items from that. The PTO has gotten us soccer goals.
* Review of Early Learning Plan
* Assistant Director –
* Safety – SRO has an individual office. We don’t have a full time SRO so it will be a different person until the Sheriff can get someone hired. Should we include a zoom link to our board meetings? Asked by a parent. Forwarded email to the board
* Special Ed Director – moved part time to full time and shuffled space for SRO. Pretty proactive SpEd team

3. Financial Accountability Committee: (15 min) Rich Eccles and Josh Cook

* Financial statement from prior Month – Rich and Josh – looks pretty positive. 67 days of COH. Rich – I haven’t reported on June because our Auditors haven’t reported and they won’t do so until September. A lot of work that gets done in July. A lot of reporting to state and Fed. We have a surplus at the end of July, because there isn’t a whole lot going on. Each of you has the conflict of interest policy to sign in front of you. Rich gives an explanation of the policy before the board signs it. Board training – I sent a list of everything that needs to be done. Report back on those next month. No changes at the federal level at this point

4. Facilities and Transportation updates: Sam and Dave – Crash pads being put up. Items from treasure mountain. Still looking for another bus driver.

5.Capital Projects – (15 min) 

* Remodel & arena buildout – still have money from the Burns foundation. There are some deferred maintenance projects that needs to be completed. Priced out carpet and playground equipment. We are prioritizing and need to give ourselves more lead time.
* Fundraising efforts – put together committees and asked teachers if they are interested. We have a new teacher who has some connections. There is also a board member who can also help

6. Policy review and update (10 min) – Dave – All full time employees have 6 days of PTO that cannot be accrued over time. We are asking that we increase the number of PTO days from 6 to 8. We feel like the 6 days don’t go very far. I spoke with Rich about the cost of increasing those days. Some teachers asked if we could count Fridays as a ½ day of PTO. The contract time on Fridays is from 7:45-3:30. Teachers are paid out at the rate of the substitute at the end of the fiscal year. It would come in at less than $20k to implement.

7. Executive Committee Report: (10 min) Amy Lusby – we had a meeting yesterday. It was nice to have everyone here at the school. Really excited about everything. Excited about the middle school updates. Amy attended the most recent Charleston meeting They found $1.2M they didn’t know they had. More to come on the plan for that money. They asked they we helped pay for widening the road. In the meeting the mayor told everyone that we would not help. Amy stood up and told them what we have been doing. Current mayor will not be on the ballot for reelection. We are hoping to continue having a good relationship with the upcoming mayor.

* Discussion of appointment of board members – Open position of a board secretary. Is there any interest? Erin would like to ask Brandis to be the board Secretary. Brandis would consider it. Financial committee…is there anyone interested in being on the financial committee. We can think about it.

**Possible Action Items**:

* Accept the Financial report from May, June, July – June is tabled until next month. Josh Cook moves to accept the May and July financial report, Erin Merryweather seconds, no questions, no opposed, motion passes
* Approval of the Meeting minutes from prior months – Motion from Erin Merryweather to approve both meetings in May and 1 in June Brandis Turner seconds everyone looked over no questions motion carries
* Approval of possible Policy Updates/Changes – Brandon Sherwood motions to change the Paid time off for full time employees from 6 days to 8 days, Brandis Turner asks that we look at the numbers at the end of the year, Brandon Sherwood also asks that we look at other benefits and community partnerships. Erin Merryweather second all in favor no opposed. Motion carries.
* Possible appointment of board members – Erin Merryweather motions Brandis Turner as the board secretary, Josh Cook seconds all in favor no opposed, motion passes.

**Adjourn meeting**: Erin Merryweather motions Josh Cook seconds motion carries meeting adjourns 8:02pm

Closed Session: Soldier Hollow Charter School reserves the right to enter into a closed executive session for one or more of the purposes outlined in §52-4-205 of the Utah Code of Open and Public Meetings Act.

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