

Bear River Charter School Governing Board Meeting Minutes

Date: September 9, 2025

Time: 5:30 p.m.

Location: Bear River Charter School

Attendees:

- Kristen Rolf (President)
- Traci Pearce (SCA Representative)
- David Forbush (Secretary)
- Bryan Carlson (Member) (Absent)
- Reagan Shaw (Treasurer) (Absent)
- Audrey Kirkman (Parent Representative)

Mission Statement

Bear River Charter School exists to develop competent, compassionate lifelong learners who contribute positively to their communities.

Call to Order

Meeting was called to order by President Kristen Rolf at 5:32 p.m. A quorum was confirmed.

Approval of Minutes

Minutes from previous meetings were reviewed and approved without corrections.

Financial Report

Steve Findlay of Red Apple presented the financial summary through the end of August. Revenues were at 17.2% and expenditures at 14.6%, both within expected ranges for the fiscal year. The school maintains a positive balance with \$911,000 in cash reserves, largely due to multiple state and federal reimbursements. Projected year-end carryover remains above the 3% target at 4.3%. Audit activities are progressing on schedule. Red Apple will submit AFR/APR reports by October 1. Discussion included renegotiation of the building loan with Cache Valley Bank to offset interest rate increases.

Mission and Values Alignment Discussion

The Board continued its work on aligning school outcomes with the mission statement. Members engaged in a structured brainstorming session on how to define and measure student competency, compassion, and community contribution at BRCS. Participants contributed written ideas on color-coded charts:

- Indicators of competence (academic mastery, problem-solving, perseverance)
- Indicators of compassion (empathy, inclusion, respect for differences)
- Indicators of community contribution (collaboration, service, leadership)

Discussion emphasized defining measurable outcomes within the school's control (K–6) and distinguishing between 'competent learners' and 'competent learning behaviors.' The conversation reinforced that competence should represent a foundation rather than a ceiling for achievement.

Teacher Recognition Framework

The Board discussed goals and criteria for a school-based recognition system for educators.

Themes included:

- Recognition should strengthen teaching excellence and reinforce mission-driven outcomes.
- Avoid popularity-based systems; focus on objective indicators of teacher impact.
- Recognition should include teachers, paraprofessionals, and staff supporting student growth.
- David provided context from Utah's Teacher Merit Award (TMA) program and other statewide recognition systems.

The consensus was to revisit this item once measurable student outcome targets aligned with the mission are finalized.

Facilities and Safety Update

Peter reported that security upgrades funded by the state grant are in progress, integrating door access control and camera systems. Ramp installation and restroom updates are underway. Design plans for building expansion were finalized and will move to engineering review. The expansion will accommodate the addition of a second classroom per grade level, addressing both enrollment growth and instructional needs. Board discussion reaffirmed linking physical design with the mission—enhancing safety, functionality, and the learning environment.

SCA Update – Traci Pearce

The SCA reported exceptional parental involvement for the upcoming October 17th Fall Carnival. Parent volunteerism and donations have increased significantly compared to last year. Plans include food stations, a 'Mummy Cat' attraction, and expanded community activities. Board members expressed appreciation to Traci and the SCA committee for their leadership and energy.

Director's Report – Peter Ehlen

Enrollment is at 189 students—the highest in school history—with official approval from the Utah State Charter School Board to expand to 280. Beginning-of-year assessments are

nearly complete, and data will inform instructional goals. Emphasis continues on building a strong sense of belonging and academic excellence across the school community.

Other Business

Discussion of encouraging broader parent attendance at board meetings and developing communication materials to increase understanding of board functions. No closed session required.

Next Meeting

Date: October 14, 2025, at 5:30 p.m.

Location: Bear River Charter School

Adjournment

Meeting adjourned at 7:57 p.m.