

**Azure Fields Charter High School**

**Board Meeting**

**Nov 18, 2025**

**MEMBERS PRESENT:**

- Susan McDonald
- Sara Archibald
- Marta Barlow
- Christian Swenson
- Carrie Schippers
- Kevin Paulson
- Thesa Callinicos

**Others Present:**

- Shannon Greer

**Admin:**

- Carol Ann Gregory

**Other Faculty:**

- Chalice Maddox

**Other Community Members:**

- Jeff Biesinger (Red Apple)
- Clint Biesinger (Round Table)

**Members Absent with Notice:**


**Members Absent without Notice:**

**Kevin Paulson**

**LOCATION:** Online: Zoom:

[\[https://www.google.com/url?q=https%3A%2F%2Fus02web.zoom.us%2Fj%2F81215255166%3Fpwd%3DRq6TGTW8w22puoyD7jW55g2Yz8oxwn.1&sa=D&source=calendar&ust=1763920620000000&usg=AOvVaw1RT9RQzBKCnkj4m89qlgnE\]](https://www.google.com/url?q=https%3A%2F%2Fus02web.zoom.us%2Fj%2F81215255166%3Fpwd%3DRq6TGTW8w22puoyD7jW55g2Yz8oxwn.1&sa=D&source=calendar&ust=1763920620000000&usg=AOvVaw1RT9RQzBKCnkj4m89qlgnE)

**MINUTES Recorded by:**

TIME	AGENDA ITEM/PERSON RESPONSIBLE	DISCUSSION	ACTIONS TAKEN OR PLANNED
7:04	Call to Order	 <p>VERSE FOR AMERICA  May our feeling penetrate  into the center of our heart,  and seek, in love, to unite itself  with human beings seeking the same goal  and with spirit beings who-- bearing grace,  strengthening us from realms of light,  and illuminating our love--  are gazing down upon  our earnest, heartfelt striving  -Rudolf Steiner</p>	Verse Recited by: Susan
7:41	Steiner Study: Christian	<p><b>[Board Assessment and Development]</b>  “Why on Earth?” by  Biography work 14-20 year olds pg 102- pg 111  Deferred until December</p>	
7:05	Board Capacity Building: Susan	<p><b>[Board Assessment and Development]</b></p> <p>Board Duties include: 30% Academic Oversight, 30% Proper Use of Funding, 30% Board Assessment and Development. 10% Other Administrative Duties.</p>	
7:09	Public Comments	<p><b>[Other Administrative Duties: Stakeholder Participation]</b></p> <p>- <u>Clint Biesinger with Round Table Funding</u>: Buyers &amp; Bond Council Recommendations and Building Update</p> <p>We sent an RFQ for Borrower's Counsel and Bond Counsel and received the following responses;</p> <p><b>Borrower's Counsel</b>  Farnsworth Johnson(Brandon Johnson)- \$11,500  Yorgason Law(Chris Yorgason)- \$10,000</p>	<p>Vote to approve  Brandon Johnso as  Buyer’s Council called  by: Sara Archibald</p> <p>Seconded by: Marta  Barlow  5 Yes  1 Not present  Thesa abstaining</p> <p>Vote Outcome:</p>

		<p>We recommend going with Brandon Johnson as borrower's counsel. Although his fee is slightly higher, we feel it is warranted considering his extensive experience with Utah charter schools.</p> <p><b>Bond Counsel</b>  Chapman &amp; Cutler LLP- \$46,500  Gilmore &amp; Bell, P.C.- \$53,500</p> <p>We recommend Chapman &amp; Cutler as Bond Counsel solely due to their lower fees; both firms would do a great job.</p> <p><b>Discussion before the Vote is called:</b></p> <p>- <u>Shannon Greer with UAPCS</u>: Board Resources</p> <ul style="list-style-type: none"> <li>● Board Mentor shares resources <ul style="list-style-type: none"> <li>○ Wants to offering mentoring Andrea Akmeclin from Credo Highschool in California</li> <li>○ 5 hours of time with her mostly over zoom</li> <li>○ Possibly more time if needed</li> <li>○</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Susan McDonald</li> <li><input checked="" type="checkbox"/> Sara Archibald</li> <li><input checked="" type="checkbox"/> Marta Barlow</li> <li><input checked="" type="checkbox"/> Christian Swenson</li> <li><input checked="" type="checkbox"/> Carrie Schippers</li> <li><input type="checkbox"/> Kevin Paulson</li> <li><input type="checkbox"/> Thesa Callinicos</li> </ul> <p>Vote to approve Chapman &amp; Cutler LLP as Bond Council called by:Carrie</p> <p>Seconded by: Sara</p> <p>Vote Outcome:  5 Yes  1 Not present  Thesa abstaining</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Susan McDonald</li> <li><input checked="" type="checkbox"/> Sara Archibald</li> <li><input checked="" type="checkbox"/> Marta Barlow</li> <li><input checked="" type="checkbox"/> Christian Swenson</li> <li><input checked="" type="checkbox"/> Carrie Schippers</li> <li><input type="checkbox"/> Kevin Paulson</li> <li><input type="checkbox"/> Thesa Callinicos</li> </ul>
7:42	Review of Minutes from Previous Meeting: Sara	<p><b>[Other Administrative Duties]</b></p> <ul style="list-style-type: none"> <li>● Call to Order 7:05</li> <li>● Steiner CJ Swenson Study <ul style="list-style-type: none"> <li>○ Chapters 7 &amp; 8</li> </ul> </li> <li>● Board Capacity Building Susan McDonald <ul style="list-style-type: none"> <li>○ Presentation from Susan on Board Responsibilities and Scope of Duties via Power Point (attached to public notice)</li> </ul> </li> <li>● Public Comments <ul style="list-style-type: none"> <li>○ None</li> </ul> </li> </ul>	<p>Vote to approve minutes called by: Thesa</p> <p>Seconded by: Carrie</p>

		<ul style="list-style-type: none"> <li>● Building Project update from Round Table Funding <ul style="list-style-type: none"> <li>○ Update on Potential Building Location in Orem</li> <li>○ Buyer's Council [Lawyer] Recommendation</li> <li>○ Letter of Intent (LOI) to move forward with putting an offer in on the building</li> </ul> </li> <li>● Review of Minutes - Sara Archibald</li> <li>● Admin Report- Carol Ann <ul style="list-style-type: none"> <li>○ We have been funded and are working with Red Apple to pay all the invoices and prepare monthly budget reports.</li> <li>○ Marketing Plan is moving forward and we are preparing the application with Schola to start enrolling in January.</li> <li>○ Road Trip has been very successful! <ul style="list-style-type: none"> <li>■ Brie Kaiser at Denver Waldorf has offered to be my mentor, and there is lots of support from both the independent and charter Waldorf Communities.</li> <li>■ It is fascinating to compare similarities and differences in each school to help guide our decisions for our program.</li> <li>■ It has been great to learn from their experience of challenges and success and ideas for solving problems and helping us anticipate some challenges we will face.</li> </ul> </li> <li>○ Preparing salary schedule and job descriptions and organization flowchart to be ready to start hiring staff in December.</li> <li>○ We got our Induction Letter from <i>Alliance</i>, we are an initiate school, we are paying our \$500 pre-operational dues.</li> <li>○ Website has been submitted to the coders, we are looking for it to go live in about 6 weeks.</li> </ul> </li> <li>● Building Report - Clint Biesinger <ul style="list-style-type: none"> <li>○ Located in Orem</li> <li>○ Building is 2.7 million and he recommends an offer of 2million</li> <li>○ One west thinks they can renovate for 1 million</li> <li>○ 5 classrooms downstairs and 7-8 classrooms upstairs.</li> </ul> </li> </ul>	<p>Vote Outcome: Unanimous 1 Absent</p>
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- Building is on 2 acres with a grass area and 90 parking stalls
- The building is affordable and can house 250-300 kids
- An underwriter carty hardy and heard from little rock is interested in underwriting for us.
- We expect to sell 4-5 million bonds
- It allows us to have a smaller enrollment.
- This includes financing 2 yurts and a good budget for equipment.
- Across from Orem Highschool
- We can bus kids in from the front runner station near by
- Building used to be a church and has lovely architecture
- Construction will carry on through the first school year
- Clint recommends using buyers council
- Board Committees Reports
  - Finance Committee:
    - We had our first monthly meeting and are getting organized with Red Apple for monthly budget reports.
  - Marketing/Outreach/PCC:
    - -Christian was able to join our Schola Call last week.
    - - We are moving forward with marketing plan:
      - - General Cottage Meetings are not successful, pivot to private invites from involved parents.
      - - Preparing application for enrollment to start in January
      - - We have been invited to HS preview event at Wasatch, we will have a table and let families know we are a high school option for the 8th graders. Hoping to get some families pre-enrolled and ready for the application.

		<ul style="list-style-type: none"> <li>■ - We are starting to reach out to other Jr Highs for similar conversations and events.</li> <li>● New Business - None</li> <li>● Other Business <ul style="list-style-type: none"> <li>○ The next Board Meeting is on Nov. 18th, 2025</li> </ul> </li> </ul>	
7:50	Admin Report: Carol Ann	<p><b>[Academic Oversight/Other Administrative Duties: Administrator Accountability]</b></p> <p>- <b>Collaboration Tour:</b> We visited a total of 11 schools in October. We were able to see high school classes and collect curriculum ideas and resources. We were able to talk to students and faculty about their experiences, and start friendships with these partner schools. Everyone loved that we were taking the time to collaborate like this, and we were able to share our observations of a cross-section of a variety of High Schools using the Waldorf Model. It was insightful to see the similarities among the schools and also how each school met their unique contexts. We have been asked to share what we learned with leadership at the <i>Alliance for Public Waldorf Education</i>.</p> <p>- <b>Curriculum Development and Teacher Supports:</b> Chalice Maddox.</p> <p>- <b>Job Postings:</b> I have been researching options for posting positions. I can post to our website, but am concerned that we aren't receiving a lot of traffic, and probably not from prospective employees.</p> <p>We can post on UAPCS jobs webpage for free. I'm still waiting to hear back from them on our account so that we can post. KSL-Jobs is \$65 for a 30-day listing; this is where I have posted the Registrar position so far. Indeed is free to post jobs, but we have to pay to maintain visibility and are charged for each interaction (when someone clicks on our post) up to a pre-paid amount.</p> <p>Most Utah Schools use <a href="http://k12jobspot.com">k12jobspot.com</a> through Frontline. Frontline offers a suite of job related services including being able to post job postings on <a href="http://k12jobspot.com">k12jobspot.com</a>, use an interface for the whole hiring process from application to interviews and onboarding documents and employee lifecycle support. Frontline will also embed job postings in our website to manage job postings all in one place:</p>	<p>Vote to approve a contract with Frontline called by: Marta</p> <p>Seconded by: Sara Vote Outcome: unanimous</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Susan McDonald</li> <li><input checked="" type="checkbox"/> Sara Archibald</li> <li><input checked="" type="checkbox"/> Marta Barlow</li> <li><input type="checkbox"/> Christian Swenson</li> <li><input checked="" type="checkbox"/> Carrie Schippers</li> <li><input type="checkbox"/> Kevin Paulson</li> <li><input checked="" type="checkbox"/> Thesa Callinicos</li> </ul>

potential employees can access our postings from either [k12jobspot.com](http://k12jobspot.com) or from our website.

Susan: Requested recruiting from waldorf specific teachers job sites.

For Frontline, there is a one-time onboarding fee to set up our account and then an annual fee to use their services. The onboarding cost is about \$6,662 (and change) due within 30 days of signing our agreement and our account will be available within 4 weeks. Our Yearly fee will be pushed out to our next fiscal year, July 2026 and will be \$7,520 (and change). We have room in the budget to add this expense. He will send me the contract to sign tomorrow.

**Azure Fields Charter School – November Incentive Quote**  
**Product: Frontline Central and Recruiting & Hiring**  
Pricing expires 11/30/25

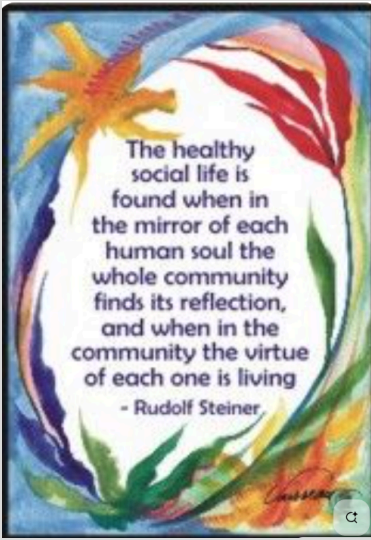
Product	One-Time Set Up	Annually 7/1/26-4/30/27
Frontline Central Recruiting & Hiring	<del>\$10,250.00</del> \$6,662.50	<del>\$8,931.00</del> \$7,520.25
Due Date	30 day after signing	Due 7/1/2026
Discount Includes: Small School; Loyalty/Partner; Spring Incentive	Payment due: 30 days after signing	Payment due: 7/1/2026

**Total Savings = \$4,998.25!**

- **Preparations for Enrollment:** We have posted a position for a Registrar to be hired by the end of December on KSL and on our Website. Schola has drafted an Enrollment Application and we will work with the Registrar to solidify the Application and Enrollment processes. Enrollment will be open Jan 5, First Lottery will run March 18.

We are reaching out to 10 Junior High Schools in the area to arrange opportunities to inform their families about our school as an option for 9 & 10 grades next year.

		<p>- <b>Revolving Loan:</b> Due Dec 1; I'm working with Red Apple to apply for the max amount of \$500,000, we will start repayments next school year (typically 12 months after the award, which should be Jan, as I understand it). This can be used for items that the Startup Grant doesn't cover, and will allow us to hire a Registrar and office staff to support enrollment and hiring processes. We can also use it for furnishings and technology and class materials, and teacher training. The Board needs to sign the Resolution of the <a href="#">application</a>. I will call you individually to arrange a meeting to sign.</p> <p>I also need a <u>Statement of governing board member qualifying experience</u>. I will email the Board for details, please respond by next Monday so that we can finish the application on time.</p> <p>- <b>Building Progress:</b> We are waiting for Arches to respond to our latest offer. They responded to our first offer with barely under the original asking price and wanted to rent it back from us for another year and a half. We responded offering their latest asking price, but no rent back, we requested to close on their last day of school and give them a week to vacate.</p> <p>- <b>State Accounts:</b> I submitted the <a href="#">agreement</a> to get set up with Aspire for our SIS. They are building our database and we should have access in 2-3 weeks, so around the first of December so we can get ready for enrollments.</p> <p>I will be reaching out to Licensing to get access to the new USIMS account for hiring teachers. Since the new system launched this month, I'm waiting until December to let them deal with the challenges of system turnover before getting setup.</p> <p>- <b>General Legal Council Recommendation:</b> Chris Yorgason (Yorgason Law) <a href="https://yorgasonlaw.com/attorney-profile/">https://yorgasonlaw.com/attorney-profile/</a></p>	
8:16	Board Committees Reports	<p><b>[Proper Use of Funding]</b>  Finance Committee: (Treasurer)  - Still organizing our monthly meetings with Red Apple and Admin.</p>	

		- We are current with all of our bills and still within budget on expenses.	
	Other Business/ Reminders	<ul style="list-style-type: none"> <li>• The next board meeting is Dec 16 at 7:00.</li> <li>• Alliance conference is in January if we take 5 or more people we get a larger discount</li> <li>•</li> </ul>	
9:22	Adjournment	 <p>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 virtue of each one is living - Rudolf Steiner.</p>	<p>Vote to Adjourn Proposed by:Thesa</p> <p>Seconded by:Carrie</p> <p>Vote Outcome: unanimous</p> <p>Verse Recited by: Susan</p>