

**Wallace Stegner Academy
Board of Directors Meeting
Wednesday, January 20, 2016**



Location: Glendale Branch Library, 1375 Concord Street, SLC, UT

In Attendance: Sarah Vaughan, Jeremy Schow, Reed Farnsworth, Frank Magana, Andrew Bernstein

Others in Attendance: Adam Gerlach, Anthony Sudweeks, Gabe Clark, Kara Finley, Maddie Page

Wallace Stegner Academy will foster a community of active learners through academic rigor and citizenship by providing an opportunity for students to achieve academic excellence.

MINUTES

6:10 PM – CALL TO ORDER by Sarah Vaughan

CONSENT ITEMS

- **Board Meeting Minutes**

Jeremy Schow made a motion to approve the September 29, 2014 Board Meeting Minutes, the April 16, 2015 Board Meeting Minutes, and the October 21, 2015 Board Meeting and Closed Session Minutes; Reed Farnsworth seconded. Motion passed unanimously.

PUBLIC COMMENT

- No public comments were made.

REPORTS

- **Directors Report**

Adam Gerlach and Anthony Sudweeks roles and responsibilities of the administrators and what the job duties include. The marketing efforts and current enrollment figures were discussed.

- **Construction Update**

The Board reviewed the construction update included in the packet and the progress on construction.

Andrew Bernstein joined at 6:29 PM.

VOTING ITEMS

- **Board Building Officer**

The Board reviewed the role of the Board Building Officer and how they will monitor construction progress of the school and communicate with USOE.

Jeremy Schow made a motion to approve Adam Gerlach as the Charter School Board

Building Officer; Reed Farnsworth seconded. Motion passed unanimously.

○ **Policy Handbook**

The Board Members reviewed the policies that they were assigned. The Trust Land Council Policy makeup of parents and terms were clarified. The procedures that will accompany the policies were discussed. The Enrollment Policy and continuing to enroll students as seats open was discussed. The Purchasing and Disbursement Policy includes all the standards for purchasing and the designated amounts.

Sarah Vaughan made a motion to approve the Policy Handbook with the discussed changes, including the below policies and rescinding the Electronic Device Policy; Jeremy Schow seconded. Motion passed unanimously.

- Administration of Medication Policy
- Arrest Reporting Policy
- Attendance Policy
- Background Check Policy
- Building Use Policy
- Bullying & Hazing Policy
- Capitalization & Expense Policy
- Cash Handling Policy
- Child Abuse & Neglect Reporting Policy
- Civil Rights Policy
- Concussion & Head Injury Policy
- Conflict of Interest Policy
- Donation & Fundraising Policy
- Dress Code Policy
- Dual Enrollment Policy
- Electronic Meetings Policy
- Electronic Resources Policy
- Emergency Response Plan Policy
- Employee Handbook Policy
- Enrollment & Lottery Policy
- Ethics Policy
- Family Education Rights & Privacy Policy
- Fee Waiver Policy
- GRAMA Policy
- Health & Safety Policy
- Human Sexuality Instruction Policy
- Parent-School Compact
- Parent Grievance Policy
- Parental Involvement Policy
- Pest Management Policy
- Political Signs on School Property Policy
- Procurement Policy
- Purchasing & Disbursement Policy
- Religion & Education Policy
- Revenue Recognition Policy
- Safe Schools Policy
- Sexual Abuse & Molestation Prevention Policy
- Staff Grievance Policy
- Test Administration Policy
- Travel Policy
- Trust Land Council Policy
- Wellness Policy

DISCUSSION ITEMS

○ **Liability Insurance**

Gabe Clark discussed the options available for the school to procure liability insurance. The differences between commercial and private liability insurances were considered. The school will move forward with submitting an application to State Risk unless the facilities wouldn't be considered.

TRAINING

- **Utah Public Meetings**

Anthony Sudweeks reviewed the Utah Public Meetings Act and how meetings are noticed and held electronically. The need to have all actions performed in the public eye was discussed as well as what constitutes a quorum. The purposes for holding closed session were examined as well as the process for posting.

Sarah Vaughan was absent from 7:14 PM to 7:20 PM.

CALENDARING

- **Registration and Parent Meetings**

The meetings will be held the second Tuesday monthly until July.

- **Board Meeting Schedule**

The Board Meetings are tentatively going to be held the third Tuesday monthly.

ADJOURN

- Sarah Vaughan made a motion to adjourn the Board Meeting; Frank Magana seconded.

Motion passed unanimously.

Board Meeting adjourned at 7:32 PM.