

**Wallace Stegner Academy
Board of Directors Meeting
Tuesday, April 19, 2016**



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

In Attendance: Sarah Vaughan, Andrew Bernstein (phone), Reed Farnsworth, Frank Magana

Excused: Jeremy Schow

Others in Attendance: Adam Gerlach, Anthony Sudweeks, Brad Taylor, Kara Finley, Cole Arnold, Sherilyn Anderson

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

7:00 PM – CALL TO ORDER by Sarah Vaughan

CONSENT ITEMS

- **March 15, 2016 Board Meeting Minutes & Liability Insurance**

Sarah Vaughan made a motion to approve the March 15, 2016 Board Meeting Minutes and the Liability Insurance; Frank Magana seconded. Motion passed unanimously.

REPORTS

- **Directors Report**

Monthly parent meetings are being held as well as additional outreach through neighborhood visits and local stands. Events are being planned to help bring together the community and the administration is still looking at additional outreach opportunities for the summer.

Registration is moving forward and will be held twice monthly. The administration is working to make the process smoother and easily accessible to all families.

The school lunch program is being evaluated and the vendor options were reviewed. The curriculum is in the process of being purchased and the furniture purchase is underway.

Sherilyn Anderson arrived at 7:19 PM.

The School Land Trust Committee meeting will be held on Thursday and the possible funding uses were considered, including technology and audio enhancements.

VOTING ITEMS

- **School Land Trust Committee, Plan, and Budget**

Sarah Vaughan made a motion to approve the proposed School Land Trust Plan, Budget,

and Committee; Reed Farnsworth seconded. Motion passed unanimously.

PUBLIC COMMENT

- Sherilyn Anderson commented on her willingness to help write grants to support the school in order to get funds to help the programs.

REPORTS

- **Construction Update**
The school construction is progressing quickly and the masonry is finished. The structural steel is being completed and the interior work is continuing.
- **Budget Report**
The budget is in good shape and hasn't changed considerably from the last Board Meeting. Additional startup funds will be received and the budget is only through June 30. The ways the funds are accounted for in the budget were discussed as well as the reports in Intacct.

VOTING ITEMS

- **IT Services Provider**
Anthony Sudweeks reviewed the IT Services RFP that was issued and the two responses that were received. The committee followed the rubric and met to evaluate the results. Sarah Vaughan made a motion to approve ETS as the IT Services Provider and authorize Adam Gerlach and Anthony Sudweeks to negotiate and sign a service agreement; Andrew Bernstein seconded. Motion passed unanimously.
- **Furniture Purchase**
Adam Gerlach reviewed the bids that were received on the furniture and how the classrooms will be outfitted and installed. The funding allocations from the budget were considered and how it will be billed out.
Sarah Vaughan made a motion to approve the furniture purchase proposal through School Specialty; Frank Magana seconded. Motion passed unanimously.

DISCUSSION ITEMS

- **Director Evaluation Tool**
The Board will need to create an evaluation tool to assess the administration. The process will be to have Adam Gerlach and Anthony Sudweeks work with Academica West to create an initial draft and then take it to the full Director Evaluation Tool Committee composed of the administration, Academica West, and Board representation from Andrew Bernstein and Sarah Vaughan.
- **Payroll Provider**
The quotes for payroll providers were discussed, including the comprehensive services that are provided. The Board will look at the agreement and vote on provider at the next Board Meeting.
- **UCAP Portal and GBOT's**
The Board discussed how to log in to the UCAP Portal and what the portal will be used for in the future. The Board is also going to look at completing the online trainings.

- **FY 2017 Employment Agreements**

The compensation philosophy is being evaluated and will be discussed at the next Board Meeting.

CALENDARING

- Registration and Parent Meetings on May 10, 2016 and a Registration Meeting on April 26, 2016.
- Board Meeting May 17, 2016 and June 21, 2016.
- The full Board is required to meet with the charter school office regarding the charter agreement and will determine available dates.

ADJOURN

- Sarah Vaughan made a motion to adjourn the Board Meeting; Reed Farnsworth seconded. Motion passed unanimously.
Board Meeting adjourned at 8:26 PM.