

APPROVED

FINAL

Terra Academy Governing Board Meeting Minutes
267 Aggie Blvd., Vernal, UT 84078
Friday, April 12, 2019
6pm Library

All Terra Academy Board Policy and ByLaws can be found here:
[TERRA ACADEMY POLICY](#)

Terra Academy Board members adhere to the following:

- *Know the charter and act to strategically uphold the vision and mission in our work.*
 - *Be informed, prepared and proactive through due diligence.*
 - *Represent the Terra Academy as a unified board.*

Mission Statement: *Terra Academy focuses on each student as a “unique” whole person in a global society by providing individualized instruction in a community learning model through educational experiences including a broad range of curricular options and project-based learning opportunities that nourish individual talents, skills, and desires.*

Vision Statement: *The vision of Terra Academy is to help students become lifelong independent learners, productive members of society possessing respect for other people and cultures, who are stewards of our environment.*

School Rules: *Be Respectful, Be Responsible, Be Kind*

School Motto: *Learn, Grow, Be*

1. OPENING ITEMS/WELCOME

Pam Rosal, Chair

- a. Call the meeting to order
Pam Rosal called a meeting of the Terra Academy Governing Board to order on Friday, April 12, 2019 at 6:03 PM.
- b. Record Attendance and Guests
Board Members Present: Pam Rosal, Jim LaMuth, Jenny Anderson, Loren Anderson (arrived late at 6:07 PM) which constitutes a voting quorum.
Board Members Absent: Rachelle Durrant
Guests Present: Cassie Hays, Megan McDonald, Kristy Aycock, Relin Wallis, Dana Durham, Samantha Dalton, Coach Mark Peterson
Public Attendance: 15

2. BASKETBALL TEAM

Coach Mark Peterson

Coach Mark Peterson and members of the boys basketball team presented the administration and governing board with the 2nd place trophy that they earned for the season. Coach Peterson talked about what a great 1st season this has been for Terra Academy and what amazing sportsmanship our team has. This has been such a positive thing in our community and has impacted both the school and the team members for the better. Terra will be adding a girls' basketball team next year which will provide an equivalency opportunity for both genders to be able to participate in sports. The board is very excited with the purchase of a new bus to be able to contribute to more opportunities for our students. A discussion took place on different options to be able to fund sports, including the potential to apply for grants to help. Administration will be meeting with the coaches to discuss the next steps in moving next year forward.

3. PUBLIC COMMENT

Pam Rosal, Chair

Board Chair Pam Rosal wanted to say what a success that Terra Presents night was. She thought that was a great experience and really enjoyed the interactions with teachers and students and the great impact that it will make in the community as we move forward each year.

4. NEW/UPDATED POLICY (*Action Items*)

- a. 02-104 Nutrition and Wellness Policy
Ms. Dalton is the Wellness Coordinator for Terra and she has gone through and updated our wellness policy. She used the WellSAT, which is the gold standard for evaluating school wellness policies. Our scores came from the WellSAT and what was changed was based off of those scores to improve and strengthen our policy. Ms. Dalton has also been tracking our goals for the original policy. The goals that were not accomplished were reviewed to see if they were realistic or if they needed changes so you will see that there are a combination of new goals or modified goals. Overall from the comparison school scores that have been studied, our policy is above average according to the studies. She did score and grade our policy with very high standards. This policy has to be in conjunction with what the federal requirements are right now. The wellness committee for our school has been a

struggle but we are hoping to utilize the round table to help oversee this. Ms. Dalton has a background in community wellness which has allowed us to have a better understanding of the wellness policy. Jim LaMuth motioned to approve the updates to “02-104 Nutrition and Wellness Policy”. Jenny Anderson seconded the motion. The board voted unanimously to approve the motion.

Roll Call

Pam Rosal Aye
Jim LaMuth Aye
Loren Anderson Aye
Jenny Anderson Aye

b. 03-110 Field Trips

Pam Rosal, Chair

- The section under Responsibility of the Advisor has been re-written to define that role in more detail as to what they are responsible to supervise.
- Strike number 4 of the procedure section “Trips should have a proper ratio of adults for supervision and ground control”. Replace with “Trips should have a ratio of adults for supervision and group control that is determined by school administration and is in accordance with board rule.”
- Strike the word “should” from number 3 under the procedure section and change to the word “shall”.
- Strike sentence number 5 of the procedure section “Should the Board or designee deem it necessary to cancel a trip due to unanticipated risk factors after the trip has been booked, it will not be responsible for any financial loss.” Replace with “Should administration deem it necessary to cancel a trip due to unanticipated risk factors after the trip has been booked, the administration shall not reimburse for any financial loss incurred by participants or their family.”
- Strike the word “advisor” from all areas of the policy. Replace with “field trip supervisor”.

Loren Anderson motioned to adopt policy “03-110 Field Trips” with the amendments and changes we have all spoken of. Jim LaMuth seconded the motion. The board voted unanimously to approve the motion.

Roll Call

Pam Rosal Aye
Jim LaMuth Aye
Loren Anderson Aye
Jenny Anderson Aye

c. 02-102 Building Access

Cassie Hays, Relin Wallis

Jenny Anderson motioned to approve “02-102 Building Access” with the changes. Jim LaMuth seconded the motion. The board voted unanimously to approve the motion.

Roll Call

Pam Rosal Aye
Jim LaMuth Aye
Loren Anderson Aye
Jenny Anderson Aye

d. 02-118 Animals on School Premises (NEW POLICY)

Cassie Hays, Relin Wallis

Jim LaMuth motioned to table “02-118 Animals on School Premises” policy until the next board meeting. Loren Anderson seconded the motion. The board voted unanimously to approve the motion.

Roll Call

Pam Rosal Aye
Jim LaMuth Aye
Loren Anderson Aye
Jenny Anderson Aye

e. 01-107 Governance Process Policy

Jim LaMuth

Jenny Anderson motioned to approve “01-107 Governance Process Policy” with the changes. Loren Anderson seconded the motion. The board voted unanimously to approve the motion.

Roll Call

Pam Rosal Aye
Jim LaMuth Aye
Loren Anderson Aye
Jenny Anderson Aye

5. APPROVAL OF MINUTES (Action Items)

Pam Rosal, Chair

a. February 14, 2019

Minutes will be placed back on the agenda for approval in the next board meeting due to missing member that was present at the board meeting.

b. March 14, 2019

- Pam Rosal, board chair requests that the following be added to the March 14th minutes. Add to section 5b “Public Investment Fund” the following: “the board is working diligently to provide budgetary support for the purchase of classroom needs such as furniture, shelving, etc. while at the same time securing needed

funding for a building expansion. Funds placed in the public access funds will earn more interest and the hope is that over time they will support expensive initiatives such as building expansion.”

Loren Anderson motioned to adopt the March 14th board minutes with the recommended change. Jim LaMuth seconded the motion. The board voted unanimously to approve the motion.

Roll Call

Pam Rosal Aye
Jim LaMuth Aye
Loren Anderson Aye
Jenny Anderson Aye

6. BOARD GOVERNANCE

- a. Director’s Evaluation Update Jim LaMuth
The Governance Committee will meet with the director this month to conduct the director evaluation, which includes the board goals that were added for the 2018/2019 school year. The evaluation will be presented at the next board meeting.

7. DIRECTOR’S OFFICE

Cassie Hays, Director

- a. Director’s Report
Current enrollment is at 638. UPIPS has been filed with the state. We will be having an in depth SPED audit later this month. Our SPED Director is preparing for it. The spring legislative updates have been released by USBE and we will be going over those in depth to see new requirements and changes.
- b. Teacher and Student Success Framework (*Action Item*)
This is the basic document outlining the parameters we will abide by for the TSSA. This is required by the Federal and State Govt. This document will be the basis for which we create our TSSA plan which will now replace our school improvement and strategic plans for the future. One of the neat things about this is that it gets the state to focus more on growth of students rather than performance only. This framework is from Lincoln Fillmore that he sent out to his charters as guidelines of what the board needs to pass to start this new plan. Jim LaMuth motioned to adopt the Teacher and Student Success Framework as presented. Jenny Anderson seconded the motion. The board voted unanimously to approve the motion.

Roll Call

Pam Rosal Aye
Jim LaMuth Aye
Loren Anderson Aye
Jenny Anderson Aye

8. FINANCE OFFICE

Dana Durham, Bus. Manager

- a. Finance Report
We will need to do several budget revisions at the end of the year. Snow removal was high this year due to the amount of snow we received this winter and we don’t have a lot of options in companies to get bids from. A four wheeler would be a good investment to budget for the future especially as the bigger liability issue is on the sidewalks. There is a lot of ways that we could utilize a four wheeler around the school for the garden etc. The Business Administrator asked the board to think about anything specific (budget recommendations) they would like the focus to be on as she creates next year’s budget since the board is ultimately responsible for overseeing the budget. Discussion took place on making sure that we are funding the things that are part of the Charter first as well as the teacher’s needs in the classroom. Sports and extracurricular things are great, but academics need to come first.

9. POLICIES FOR REVIEW (Standard Policies for Review/Possible Changes with Action)

Cassie Hays, Relin Wallis

- a. 02-112 Integrated Pest Management
b. 06-108 Special Education Assessment Policy
c. 06-109 Transfer or Acceptance of Course Credit and Grade Replacement
Jim LaMuth motioned to table the “Integrated Pest Management”, “Special Education Assessment” and the “Transfer of Acceptance of Course Credit and Grade Replacement” policies until our next meeting. Loren Anderson seconded the motion. The board voted unanimously to approve the motion.

Roll Call

Pam Rosal Aye
Jim LaMuth Aye
Loren Anderson Aye
Jenny Anderson Aye

10. EXECUTIVE/CLOSED SESSION OPTION

11. ADJOURN MEETING (next scheduled meeting is May 9, 2019)

Jenny Anderson motioned to adjourn the meeting at 8:08 PM. Jim LaMuth seconded the motion. The board voted unanimously to approve the motion and the meeting was adjourned at 8:08 PM.

The following are in accordance with UCA 52-4 The Open and Public Meeting Act:

Public Comment Guidelines: Members of the public are welcomed to Terra Governing Board meetings. Please respect the time limit to ensure ample time for the board to conduct their scheduled business. The following are guidelines for presenting comments:

- Comments should be submitted in writing at the time of presentation as a matter of record.
- Comments shall be addressed respectfully to the entire board through the chair. Comments shall not include complaints about school or board personnel; refer instead to 01-103 Complaint Policy.
- Time for comments shall be limited to 3 minutes per person. A time limit of 15 minutes total for public comment will be observed to ensure ample time for the board to conduct its scheduled business.

Closed Meeting (Executive or Closed Session): As a regular agenda item, The Board may consider a motion to close the meeting to hold a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with 52-4-204 and 52-4-205 Utah Code.

Terra Calendar Events

04/12/2019 Governing Board Meeting
04/13/2019 Starry Night Junior Prom
04/15/2019 – 04/19/2019 Book Fair BOGO
04/17/2019 Round Table Meeting
04/18/2019 Safety Meeting
04/22/2019 Family Bingo Night
04/26/2019 – 04/27/2019 Envirothon
05/04/2019 Spring Fling Dance
05/09/2019 Governing Board Meeting
05/09/2019 – 05/12/2019 Senior Trip California
05/11/2019 Band/Choir Music Festival