



Wasatch Charter School
27 January 2021
Governing Board Meeting
6:15 PM - 8:30 PM
1458 East Murray-Holladay Road, Holladay, UT 84117

Minutes

1. Confirm Recorder is on: Confirmed.

2. Roll Call:

Present:

Sherry Jones, Board President
Meghan Golden, Board Secretary
Rachel Buchanan, Board Member
Peter Westman, Board Member
Melissa Frisch, Board Member
Jonathan Echlin, Board Member
Ann Johnson, Board Member
Chalimar Swain, Board Member (joined at 7:05pm)
Brian Cates, Business Manager
Emily Merchant, Executive Director
Kara Salisbury, Administrative Director
Tricia Sullivan, Wasatch Family Foundation Director
Lyn Spataro, Prospective Board Member

Excused:

Heidi Huntsman, Board Member

3. Potential Conflicts of Interest: None reported.

4. Waldorf Education Discussion - Mr. O (tabled as Mr. O was unable to attend at the last minute).

Waldorf Verse

*"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 strength of each one is living."*

-Rudolf Steiner

5. Approval of Meeting Minutes: Trustee Johnson made a motion to approve the meeting minutes from the three meetings listed below; Trustee Echlin seconded the motion, which carried unanimously.
 - a. October 28, 2020
 - b. November 13, 2020
 - c. November 18, 2020

6. Business Manager Report: Mr. Cates noted that we are halfway through the fiscal year; most work relating to applications for restricted funds are completed on schedule; and he spoke about extraordinary revenue from COVID relief sources, noting that they are one-time revenues. Mr. Cates then reviewed the financial report as distributed to members prior to the meeting, stating that the school remains in a strong cash position, along with other positive markers.

7. Committee Reports
 - a. Governance Committee: Trustee Echlin noted that he will be emailing the Executive Director Evaluation to the Board members, for them to fill out in the next week. He then introduced Lyn Spataro, a prospective Board member; she provided a background for herself and answered questions from the members.
 - i. Trustee Buchanan announced that Trustee Huntsman has recently resigned from the Fundraising Committee. This is noted in relation to Ms. Spataro's candidacy for the Board, as Ms. Spataro has a professional background in development and fundraising, and has expressed willingness to join the Fundraising Committee if elected to the Board.
 - ii. Trustee Echlin made a motion to nominate Lyn Spataro as a new Board member; Trustee Buchanan seconded the motion, which carried unanimously, and Ms. Spataro was elected to the Board.
 - b. Finance Committee: Report given by Mr. Cates in the Business Manager Report. Trustee Jones stated that she has learned that the Finance Committee needs another member, because while Executive Director Merchant can be on the committee as an interested party, she does not actually count as a committee member. Trustee Johnson volunteered to join the committee, so she was added to the Finance Committee.
 - c. Policy Committee
 - i. Procurement Policy; Financial and Fundraising Policy: Trustee Golden reviewed the edits that were made to the two policies, and there was brief discussion. Trustee Johnson made a motion to approve the two policies as updated; Trustee Westman seconded the motion, which carried unanimously.
 - ii. Ms. Golden noted the next two policies that are ready for review by the members before the February Board meeting: Supplement Not Supplant Policy; Advertising Policy.
 - d. Fundraising Committee: Trustee Buchanan shared that the Spring Gala date has been confirmed for April 10, and the deadline for donations is March 19. She noted that there has been a request made to teachers to contribute a class art piece or project, to contribute to the auction in addition to any other donations

that come in. Ms. Buchanan confirmed that the event will be held virtually, and the decision has been made to make admission to the event free, in the hope that this will garner very high participation from the school community. She noted that the revenue from tickets for admissions for the 2020 Gala were over \$15,000, so this is an amount that will hopefully be able to be made up in other areas this year.

- e. Charter Trust Land Council: Executive Director Merchant stated that there is no business for the Trust Land Council this month; there will be upcoming discussion needed in the spring.
8. Executive Director Report: Ms. Merchant referenced the monthly report that was distributed to members prior to the meeting, and asked if there are any questions. Trustee Jones expressed appreciation for the thoroughness of Ms. Merchant's reports, noting that she reads them every month, and often does not have questions simply because they are so thorough.
- a. 2019-20 Annual Report: Ms. Merchant noted that there are some things that would normally be in the annual report that were not this year, because of the differences in the 2019-20 school year.
 - b. 2021-22 Schedule and Calendar: There was brief discussion about the calendar, noting that the schedule being presented is a 4 day in-person, 1 day online schedule, as we have had for the 2020-21 school year.
9. Foundation update: Ms. Sullivan noted that she has now been with the Foundation for 90 days, and that it has been a great period of orientation. She stated that a third preschool class was opened after the Winter Break, and it was opened fully enrolled with 12 students. She shared information about some staffing changes in the Foundation, and about the preliminary work that is happening around summer programming at the school.
10. Board discussion and/or Votes
- a. 2021 - 2022 Academic Calendar vote: Trustee Johnson made a motion to approve the 2021-22 Academic Calendar as presented; Trustee Buchanan seconded the motion, which carried unanimously.
 - b. Title 1 Parent School Learning Compact: Trustee Swain made a motion to approve the Learning Compact; Trustee Echlin seconded the motion, which carried unanimously.
11. Option for Closed Session: Trustee Echlin made a motion to move into closed session to discuss the character, professional competence, physical or mental health of an individual; Trustee Frisch seconded the motion, which carried unanimously and the meeting moved into closed session at 7:47pm.
12. Trustee Westman made a motion to resume the open meeting; Trustee Buchanan seconded the motion, which carried unanimously and the meeting returned to open session at 8:24pm.
13. Closing
- a. Did we spend our time effectively?

- b. What can we do to improve our effectiveness?
- c. What is keeping our leader awake at night?

14. Adjourn: Trustee Westman made a motion to adjourn, Trustee Frisch seconded the motion, which carried and the meeting concluded at 8:28pm.