

**Thomas Edison Charter Schools  
Governing Board Meeting  
January 6, 2016**

**5:36**

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In attendance: Emma Bullock, Tirzah Anderson, Adam Burris, Denae Pruden

Late: Holly Gunther      Excused: Nick Jackson

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*Welcome/Conducting: Tirzah Anderson*

*Pledge of Allegiance: Adam Burris*

Holly Gunther is in attendance.

*Charter Highlight: Nick Jackson*

In Nick's absence Tirzah highlighted the section regarding student assessment, section 19.

*Adoption of Agenda:*

**Motion to adopt the agenda as written: Tirzah Anderson**

**Second: Adam Burris**

**Unanimous**

*Public Comment: None*

*Approval of Minutes:*

**Motion to approve the September minutes with revisions by Emma: Tirzah Anderson**

**Second: Emma Bullock**

**Unanimous**

**Motion to approve the December minutes: Tirzah Anderson**

**Second: Adam Burris**

**Unanimous**

*Achievement Report - Angela/Brad/Scott/Melani:*

To help interpret the campus summary reports on monthly testing, Brad and Angela handed out a chart explaining the grades, frequency and measure for the tests, along with the comparisons. They explained the student assessment reports and the five year average page which is updated yearly.

The board would like the gain to be shown by grade level, instead of by all who take the test.

The figures shown for SMI/SRI take the average of the scores for the grades that participate in the test. Jamie Lewis explained that this gives a whole school look to distinguish trends. The board would like to see proficiency levels.

Emma asked if there was an easier way to present the data.

Melani explained that it is set up like this because of the amount of data to be gathered each time the tests are taken. Nathan compiled it so that it did not take 10 hours each month after testing. Emma suggested talking about it at a future academic achievement committee.

Brad wanted the board to clarify the level of data they wanted. He thought the board would look at school level data, but the responsibility for grade level data should be with the administration.

Scott would like to see a graph that shows the board the progression of each grade throughout the year. He would still like to see the five year average.

Tirzah is concerned that the two areas where the school has shown weakness, science and writing, are not reflected in the report. Melani assured her that the schools now use Utah Compose and the teachers have the data and information they need. Scott mentioned that Utah Compose also contains other skills, not just vocabulary.

Tirzah would like the information for writing and science shown on the report the board receives. Scott and Melani both agreed that science would be hard. The school has looked at science formative tests and they do not relate to the Utah standards.

Scott asked Brad to simplify the report so it shows where the school is at each grade level and look at the August to April scores.

Tirzah, as a parent, liked going to parent teacher conference and seeing the monthly testing scores. Organizationally, the board would like to know how well children can use the words, not just that they know the phonograms. Adam also mentioned that the math facts are just facts and don't tell how well the students are doing.

Melani explained that research has proven that if students know their math facts, they can go further and do better in math. If they don't have the basic knowledge and speed on those, they struggle.

The board is wondering about SMI where it measures higher level skills.

Emma, in the future, would like to see sample questions from SMI and SRI to be sure it is measuring higher skills.

Brad will take monthly testing and break it down more. Rather than all of the school together, the board wants it broken down by grade level and the things that are not clear removed. They also want much more detail.

*Effective Teaching Standards Policy - Tirzah Anderson:*

This is basically state law. The policy handbook needs to be the board's communication of state law to the teachers.

**Motion to adopt the professional standards for licensing policy: Emma Bullock**

**Second: Holly Gunther**

**Unanimous**

*Audit Report - Adam Burris:*

The audit statement included no material finds. It was very clean. Adam noted that there is a large amount of cash at the end of the year. He would like to use some of these funds to impact the students.

*Enrollment Report - Melani/Scott:*

Melani referred to the report of why students left the school. The majority of students who left did so because they moved. Some leave for social reasons and a few for sports. There were only a few who left because of homework and dress code, but those will not be changed.

*Personnel Requests - Scott/Melani:*

*Scott Jackson:*

- Lara Peterson, a current aide, to replace a teacher that is leaving.
- Shellie Thornley as an SLP.
- Jana Gunnell to replace Lara Peterson as an aide.
- Sierra Browning to replace Haley Trauntvein as an elementary aide.

*Melani Kirk:*

None, but a teacher is leaving January 15th for health concerns. It has not been made public yet, but there is someone who has been contacted to replace her.

Scott and Melani advised the board of a need to have more administrative coverage. When Scott steps down, Shem will be there alone. Instead of having another assistant principal, the discussions became clear that what was needed was another Director of Instruction. This would allow someone to be on campus with Shem at all times. One of the directors will be part time.

The approval needs to be done this early in case a teacher needs to be assigned to a different grade next year. The Director of Instruction needs to come from current employees. They need to be able to step in when the principal is out of the office or overloaded.

The administration would like to begin the process with a goal of presenting a recommendation to the board in February.

Adam asked if one would be at each campus full time. Melani replied that they want the Directors of Instruction to be at both schools. This lets them see the big picture. All three would work at both schools. D of I have a more direct impact on students than regular administrators.

This position would begin in FY18 with an addition of between .2 and .5 FTE. Most of the wage would come from Edison North.

There was some discussion on whether the selected person should be Spalding certified.

**Motion to approve personnel requests as explained: Tirzah Anderson**

**Second: Emma Bullock**

**Unanimous**

*Vendor/Contractor Approvals - Melani/Scott: None*

*Strategic Outcomes Review - Tirzah Anderson: Tabled*

The conversation last month seemed to indicate a misunderstanding. The goal for assessments does not apply to only state assessments. It also applies to national assessments and tests such as SRI and SMI.

*Finance Report - Jim Peterson:*

Loan overview status - there are currently three loans between the two schools. Strategic outcome #7 has to do with paying down the debt. USDA #1 for Edison North is first on the list to pay off. The cash surplus by the end of the year should allow the school to pay off USDA#1 and USDA#2 for Edison South.

In December the expenses were low, largely due to the break. A couple of major expenses from Edison North did not get paid until after the break. Both schools are currently deep into the black.

There were some major updates, mostly staffing, to the budget in the last four to six weeks. The USOE updated revenue line items and the budget reflects those. It also included special education funding categories that have not previously been in the budget, such as extended year stipend, state programs aid and some technical purchase planning that has caused some money to be moved around.

*Principal Reports - Scott/Melani:*

The reports were e-mailed to the board previously.

*Subcommittee Reports - Tirzah/Adam/Denae:*

Tirzah Anderson's committee is working on policies and names for an upcoming election. Holly Gunther's seat is up for election.

Adam has been working on the recent emphasis on marketing. They have been trying to correct the misinformation about tuition. There has been a lot of new parent feedback regarding the theater ads. The ad will be playing for 6 months. A poster designed by Rob Davis will be in the lobby for 3 months. The Valpak ad also went out.

Emma reported that the achievement committee met and Angela did a fantastic analysis. Her favorite part is hearing teachers talk about what they are seeing, what they think it means, and what they are going to do. The next meeting is February 25th.

Carolyn Larsen mentioned that a lot of teachers are making their goals based on their data and DOK.

*Board Training Objectives: Policy Highlight, State Assessment & Reporting Requirements, Parent & Community Relations - Tirzah Anderson:*

Tirzah listed the January board training objectives:

- Chapter in Creating Effective Charter Schools
- URL to take a SAGE practice test
- Section 6000 in policies and procedures manual

**Motion to adjourn: Tirzah Anderson**

Adjourn