

Thomas Edison Charter Schools

Governing Board Meeting

November 5, 2015

5:35 pm

In attendance: Estee Wilson, Kara Swensen, Tirzah Anderson, Emma Bullock, Adam Burris

Welcome/Conducting: Tirzah Anderson

Pledge: Emma Bullock

Adoption of Agenda: Tirzah Anderson

Motion to adopt agenda: Tirzah Anderson

Second: Emma Bullock

Unanimous

Charter Highlight: Kara Swensen reviewed the portion of the charter relating to testing.

Board Development: The board reviewed the items they have been working on this month.

Policy Highlight: Tirzah Anderson reviewed the homework policy listing 3 major purposes for homework.

Training Objectives: Per Tirzah, policy governance is not a hands off model. The board should govern. They have authority and are accountable for everything the school does. Estee Wilson liked the strategy for keeping up with the rapid pace of change, such as external changes and trends, and how the school can respond to those.

TECS Policies & Procedures: Items mentioned were Dress Code, SEOP Policy, Governance, Board Role in Strategic Planning and Policy Governance and Compliance, Employment Law.

Public Comment: None

Approval of Minutes - Tirzah Anderson: Tabled

Student Achievement Report - TECS Assessments - Nathan Cureton: Nathan explained the tables in the student achievement report, showing the board which items to watch. After assigning cut points for end of year in-house assessments, Edison South has 50% of students already at the year-end proficient scores for all assessments. Edison North is at 61%.

Homework completions rates are also tracked and are looking good. Students at Edison South have completed nearly 95% of all homework assignments.

Student Achievement Report - SAGE Assessments - Nikyla: Nikyla explained her Edison North graphs on SAGE.

Ad-hoc Achievement Committee - Tirzah Anderson: There is need for an achievement committee to look at data in an organized way. Per Adam, the end goal is to find a way to fulfill the elements of the strategic plan. This may eventually be a standing committee and will need to be put in the charter.

Members of the committee from the board will be Emma Bullock and Estee Wilson. Sonny may also be on the committee.

Adam clarified that the idea is not just SAGE, but all testing done at the schools. There is quite a bit of flexibility in the number of members and the ability to break up into subcommittees. They may want to look at one area at a time or divide in the three areas aligned with SAGE assessments. Emma will chair the committee which will report to the board monthly.

Other will be asked to participate in the committee, including teachers. Input will be sought from principals and directors of instruction. Shem suggested that the counselors, Brad Larsen and Olivia Kirkham be on the committee.

Motion to create an ad hoc achievement committee for the purpose of data: Tirzah Anderson

Second: Adam Burris

Unanimous

Utah Consolidated Application - Tirzah Anderson: Scott asked for questions regarding the UCA. Emma expressed a desire to discuss receiving Title 1 and Title 2 funds.

Motion to approve the Utah Consolidated Application: Adam Burris

Second: Tirzah Anderson

Tirzah questioned training all teachers in Spalding, when they do not teach a subject pertaining to it. Melani Kirk stated it makes a big difference philosophically. It helps align the faculty and staff which creates a cohesion for the students. Teachers are more aware of what is done in the classroom and can share it with the public. It is very important to continue with the training for all. Melani was a PE teacher, but after she took the class she moved to the classroom and is now an administrator.

Unanimous

Kara Swensen left the meeting.

Budget Contingency Goal - Adam Burris/Jim Peterson: The revised proposed FY 15 contingency numbers are 6.3 for North and 4.7 for South.

Motion to approve a contingency goal for 6.3% for North and 4.7% for South: Adam Burris

Second: Estee Wilson

Unanimous

Acceptable use policy amendment - Tirzah Anderson: Minor amendment to the employee Acceptable Use Policy for technology. Staff members should cc parents when e-mailing students.

Motion to approve the Acceptable Use Policy: Tirzah Anderson

Second: Emma Bullock

Brad Larsen, a teacher and ATP participant, expressed concern for the logistics of emailing parents. At times parent emails are not correct. He believes this will stop teachers from e-mailing students.

He understands why this is a concern, but asked if there could be a different way to accomplish the goal.

Tabled

Emma Bullock thought that the policy should say that staff members will only communicate about school issues. If they ever communicate about anything else, they are in violation of the policy.

National Conferences - Adam Burris: The financial subcommittee is willing to set aside money for staff to attend national conferences. They discussed creating a line item on the budget.

If a line item is created there will be no need for a policy regarding national conferences. The administration would decide which conferences they would like to attend. The funds could roll over from year to year. Board members will also be eligible to attend the conferences.

Personnel requests - Melani Kirk/Scott Jackson:

Melani Kirk - Jacqueline Pyne, front office receptionist, asked to work only 30 hours per week. She is still receiving benefits, but her salary has been prorated.

Scott Jackson - Janessa Bond as a new special education aide, Benjamin Cole as a new evening custodian and Leticia Masuyama as an elementary aide replacing Lisa MacInnes.

Motion to approve the personnel request for Edison North: Adam Burris

Second: Tirzah Anderson

Unanimous

Contractor Approval - Melani Kirk: Melani handed the board the contract for lawn care/snow removal. JV Lawn Care won the bid. The contract is for 5 years and will be evaluated annually. After the initial year of evaluation, the contract price should not change for the remaining years. There is a clause for 30 day cancellation by either party.

Motion to approve the JV Lawn Care contract: Tirzah Anderson

Second: Emma Bullock

Unanimous

Finance report - Jim Peterson: Jim handed out information showing the schools have been good stewards of spending public funds. They have looked at what they can do to take money out of facilities to spend on students and teachers. He passed out a chart projecting how much the additional costs would be if the schools were still leasing their buildings. Both schools would be in the red.

The budgets have been updated. The change in the South receptionist hours and another FTE error for the office have been updated. The employee benefits have gone from a projection to an actual number. Edison North had a difference in the equipment section.

Adam announced that Edison South has a 90 day surplus over unrestricted funds. Edison North has a 60 day surplus. According to the strategic plan it will be used for paying down debts.

Scott Jackson - Last week he and Nikyla met with Steve and Thayne from Red Apple. While initially being disappointed, the outcome was good. Steve worked many extra hours last weekend to provide the needed data and made the adjustments. Scott applauded the work that was done. He was very pleased with the direction it took. Steve found that the accountants in his office weren't always paying attention to the category specified on the requisition.

Principal Reports - Scott Melani: Melani referred to her written report. Scott Jackson announced that both schools started open enrollment on Monday and are meeting with prospective parents. Adam suggested that as we approach enrollment for next year, the board should appoint a board member to take over public relations and enrollment to help fill the school.

Motion to adjourn: Tirzah Anderson