



Early Light Academy
Board Meeting Minutes
Friday, November 17, 2017

Location: Early Light Academy, 11709 S. Vadiana Drive, South Jordan, UT 84095

In Attendance: Stephanie Schmidt, Kevin Swiss, Eric Montague (left at 11:15am), Andrea Johnson, David Bourne (9:18am via conf call)

Others in Attendance: Sydney Young (Director), Brad Taylor, Trish Trammell, David Robertson (via conf call)

MINUTES

8:44 AM **CALLED TO ORDER** by Stephanie Schmidt

There was no public comment.

REPORTS

- ❖ Director's Report – Sydney Young, Director, reported on the following: 2016-2017 final School Land Trust report, and information can be found on the school website; academic data; debt ratio and financials; “Our Story”; Student Conduct and Discipline Plan.
- ❖ Board Reports:
 - Facility Improvement/Expansion Project – Stephanie Schmidt led a discussion on options for the expansion project and several ideas were discussed. Final plans will be determined at a future date.
 - Bond Refinance – David Bourne updated the board on the progress of the refinance. It is moving forward and should be complete by the end of December.
 - Financial Summary – David Bourne reported that the budget looks good and is on track.

CONSENT ITEMS

Eric Montague made a motion to approve the consent items as listed below. David Bourne seconded the motion. Voting was unanimous and motion passed.

- ❖ Discuss and/or Vote to Approve September 15, 2017 Board Meeting Minutes
- ❖ Discuss and/or Vote to Approve September 29, 2017 Electronic Board Meeting Minutes
- ❖ Discuss and/or Vote to Approve October 27, 2017 Electronic Board Meeting Minutes
- ❖ Ratify New Employees: Rebecca Paskett, Rachael Gill, Katie Marsh, Sue Elkins, Nanette Ockler, Kristina Ferrin

BUSINESS ITEMS

Eric Montague made a motion to approve the policy and invoice as listed below. Kevin Swiss seconded the motion. Voting was unanimous and motion passed.

- ❖ Discuss and/or Vote to Approve Website Accessibility Policy
- ❖ Discuss and/or Vote to Approve H-Wire Invoice Not to Exceed \$40K

Kevin Swiss made a motion to approve the below listed business items. Eric Montague seconded the motion. Voting was unanimous and motion passed.

- ❖ Discuss and/or Vote to Approve Financing Resolution
- ❖ Discuss and/or Vote to Approve Reimbursement Resolution
- ❖ Discuss and/or Vote to Approve Board and Administration Succession Plan
- ❖ Discuss and/or Vote to Approve Financial and Risk Management Plan

DISCUSSION ITEMS

- ❖ Computer Science Support – Eric Montague has a resource if the teachers are interested.
- ❖ National School Lunch Program – Sydney Young discussed the possibility of ELA participating in the NSLP.
- ❖ 2018 National Charter School Conference: 6/16-6/20, 2018, Austin, TX. Some administration, teachers and board members are planning on attending.

❖ **Calendaring:**

- 2017-2018 Board Meeting Dates: 1-19-18, 2-23-18, 3-16-18, 4-20-18, 5-18-18, 6-8-18, 6-29-18

Eric Montague made a motion at 10:55am to adjourn to a closed session. Kevin Swiss seconded the motion. Voting was as follows: Stephanie Schmidt – Aye, Kevin Swiss – Aye, Eric Montague – Aye, Andrea Johnson – Aye, David Bourne – Aye. Voting was unanimous and motion passed.

CLOSED SESSION to discuss an individual’s character, professional competence, or physical or mental health.

David Bourne made a motion to return to an open session, and adjourn the meeting. Kevin Swiss seconded the motion. Voting was as follows: Stephanie Schmidt – Aye, Kevin Swiss – Aye, Andrea Johnson – Aye, David Bourne – Aye. Eric Montague was not in attendance. Voting was unanimous and motion passed.

11:29 AM ADJOURN