

**Early Light Academy
Board of Directors Meeting
Thursday, December 13, 2018**



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

Board Members in Attendance: Stephanie Schmidt, Eric Montague, Kevin Swiss, Andrea Johnson, David Bourne

Others in Attendance: Chase Alder, Amy Bird, Kim Dohrer, Brad Taylor, Keiley Bradshaw, Platte Nielson, Echo Cunningham

MINUTES

CALL TO ORDER

- Stephanie Schmidt called the board meeting to order at 8:30 AM.

PUBLIC COMMENT

- No public comment.

CONSENT ITEMS

- **October 25, 2018 Board Meeting and Closed Session Minutes, November 5, 2018 Board Meeting and Closed Session Minutes, and November 28, 2018 Board Meeting and Closed Session Minutes**

Eric Montague made a motion to approve the October 25, 2018 board meeting and closed session minutes, the November 5, 2018 board meeting and closed session minutes, and the November 28, 2018 board meeting and closed session minutes; Kevin Swiss seconded. Motion passed unanimously.

- **New Hires**

Amy Bird presented the following new hires and their positions with the school: Kenneth McNeill, Edward McFee, Catherine Demie, Carolyn Scherbel, Marisa Tebbs, Kristena Preston, Shayna Swiss, Jolynne Walkenhorst, Geoff Beckstrand, Kristina Ferrin, Brooke Avery, and Ashlie Cordero.

Kevin Swiss made a motion to ratify new hires; Andrea Johnson seconded. Motion passed unanimously.

BUSINESS ITEMS

- **Government Records Access Management Act (GRAMA) Policy**

The Government Records Access Management Act Policy outlines criteria for managing, classifying, and providing access to school records.

Eric Montague made a motion approve the Government Records Access Management Act Policy; David Bourne seconded. Motion passed unanimously.

- **Student Data Privacy and Security Policy**

The Student Data Privacy and Security Policy was revised to meet legislative requirements. Chase Alder thanked Platte Nielson for his guidance and participation at the Data Governance Conference.

Eric Montague made a motion approve the amended Student Data Privacy and Security Policy; David Bourne seconded. Motion passed unanimously.

- **Fee Waiver Policy**

The Fee Waiver Policy amendments include updates to code sections, student protections, and eligibility provisions. Platte Nielson explained additional changes may be forthcoming from the 2019 legislative session. The board elected to wait on amending the policy until the conclusion of the upcoming legislative session.

Eric Montague made a motion to table the Fee Waiver Policy; David Bourne seconded. Motion passed unanimously.

Kevin Swiss left the board meeting at 9:04 AM.

- **Credit Card Policy**

Brad Taylor provided an overview of the Credit Card Policy and the benefits of the new banking platform.

Eric Montague made a motion approve the Credit Card Policy; David Bourne seconded. Motion passed unanimously.

- **2019-2020 Calendar**

Amy Bird reviewed the process of creating the school calendar, including committee review. The board discussed the need to add a footnote indicating the school year may be extended if any additional days are needed.

Eric Montague made a motion to approve the 2019-2020 Calendar with the added asterisk indicating, "the school year may be extended if any additional days are needed"; David Bourne seconded. Motion passed unanimously.

- **Full Day Kindergarten**

Amy Bird presented several options for a full-day kindergarten program to the board. The board discussed the pros and cons, whether the board should wait until a new director is selected, and the possible changes to fee waiver guidelines. David Bourne and Andrea Johnson were appointed to a committee to acquire additional data and report at the board meeting next week.

CLOSED SESSION

David Bourne made a motion to enter a closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a) to be held in the conference room at Early Light Academy; Andrea Johnson seconded. Motion passed unanimously, the votes were as follows:

- *Stephanie Schmidt – AYE*
- *Andrea Johnson – AYE*
- *Eric Montague – AYE*
- *David Bourne – AYE*

Entered the closed session at 10:55 AM.

Chase Alder and Amy Bird left meeting at 10:55 AM.

Eric Montague made a motion to adjourn the closed session and enter back into an open session; Andrea Johnson seconded. Motion passed unanimously.

Adjourned the closed session at 11:40 AM.

Chase Alder and Amy Bird joined meeting at 11:41 AM.

REPORTS

- **Director's Report**

Chase Alder reported on the state of the school, including school goals and enrollment.

- **Financial Report**

Brad Taylor discussed the current financials and reported that the school is on track for this point in the school year.

BUSINESS ITEMS

- **School Fee Recommendations**

Platte Nielson discussed best practices for school fees and the establishment of a fee schedule that must be board approved.

David Bourne left the board meeting at 12:01 PM.

CALENDARING

- **Board Meetings**

- January 31, 2019
- February 28, 2019
- March 28, 2019
- April 25, 2019
- May 23, 2019
- June 20, 2019

- **National Charter School Conference**

The board will consider availability and determine attendance for the conference June 30- July 3, 2019.

- **Utah Association of Public Charter Schools Conference**

The conference is scheduled for June 12-13, 2019.

ADJOURN

Andrea Johnson made a motion to adjourn the board meeting; Stephanie Schmidt seconded. Motion passed unanimously.

Board meeting adjourned at 12:20 PM.

**Early Light Academy
Board of Directors Meeting
Thursday, December 13, 2018**



Location: 980 S. Bending River Court; SLC, UT 84014

The mission of the Early Light Academy is to deliver a high-quality education with a deep, rich and engaging curriculum utilizing effective instructional techniques and emphasizing history, taking our students from the Stone Age to the Space Age, the Information Age and beyond.

AFFIDAVIT

This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(l)(a).


Stephanie Schmidt, Board Chair

January 31, 2019

Date