

Early Light Academy
Board of Directors Meeting
Thursday, January 31, 2019



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

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

Board Members Excused: Eric Montague, Kevin Swiss

Others in Attendance: Kestin Wilkinson, Amy Bird, Chase Alder, Kim Dohrer, Lani Rounds, Brad Taylor, Keiley Bradshaw

MINUTES

8:32 AM – CALL TO ORDER by Stephanie Schmidt

There was no public comment.

CONSENT ITEMS

- **December 13, 2018 Board Meeting and Closed Session Minutes**
- **January 18, 2019 Board Meeting and Closed Session Minutes and Acknowledgement/Correction of Incomplete Audio Recording**
Stephanie Schmidt briefly discussed the above consent items and ensured that the Board Members were aware of the incomplete audio recording. The Board reviewed the motions that were made during the time of the incomplete audio recording.
- **January 21, 2019 Board Meeting and Closed Session Minutes**
David Bourne made a motion to approve the December 13, 2018 Board Meeting and Closed Session Minutes, the January 18, 2019 Board Meeting and Closed Session Minutes and Acknowledgement/Correction of Incomplete Audio Recording, and the January 21, 2019 Board Meeting and Closed Session Minutes; Andrea Johnson seconded. Motion passed unanimously.
- **New Hires**
Amy Bird presented the following new hires and their positions with the school, including Sherrie Gibson-Hernandez, Jonathan Poole, and Noelle Hennick, and the new Director, Kestin Wilkinson.
David Bourne made a motion to ratify new hires; Andrea Johnson seconded. Motion passed unanimously.
- **Plan Review and Inspection Services Agreement**
Stephanie Schmidt asked Platte Nielson to review with the board why the school was requesting bids from engineering companies. The school, as opposed to Ascent Construction (the general contractor), needs to contract with an engineering firm to do plan reviews and perform building inspection services throughout the construction project. The school reviewed the qualifications of three engineering firms and received bids from each firm. The board felt most comfortable engaging with Sunrise Engineering based on their qualifications and Ascent Construction's experience working with them.
David Bourne made a motion to approve using Sunrise Engineering to do plan reviews and perform building inspection services for the construction project; Andrea Johnson seconded. Motion passed unanimously.

REPORTS

- **Construction Report**
Chase Alder and Stephanie Schmidt updated the board on the building expansion project, reviewing building plans and expenses.
- **Directors' Report**
Amy Bird and Chase Alder reported on the state of the school, including school goals and enrollment. Chase Alder and Stephanie Schmidt applauded Darci Cordero, the science teacher for her superb work on the science fair. Stephanie Schmidt thanked Chase Alder and Amy Bird for their wonderful service as co-directors.
- **Financial Report**
David Bourne discussed the current financials and reported that the school is on track for this point in the school year.

BUSINESS ITEMS

- **Attendance Policy**
Kim Dohrer reviewed the updated rules with the board regarding the Attendance Policy. The policy updates include mental and physical reasons why students can be absent and interventions for chronically truant students.
- **Bullying and Hazing Policy**
The amended policy updates state rules, the definition of bullying, and training requirements.
- **Child Abuse and Neglect Reporting Policy**
Kim Dohrer reviewed the updated rules with the board regarding the Child Abuse and Neglect Reporting Policy. The updated policy clarifies what employees must do if they suspect a child is a subject of abuse. Employee trainings should be done minimally every other year.
- **Purchasing and Disbursement Policy**
The board asked discussed the option of getting a credit card with benefits.
David Bourne made a motion to approve the Attendance Policy, Bullying and Hazing Policy, Child Abuse and Neglect Reporting Policy, and the Purchasing and Disbursement Policy; Andrea Johnson seconded. Motion passed unanimously
- **2019- 2020 Calendar**
The board reviewed the amended 2019-2020 school calendar.
David Bourne made a motion approve the 2019-2020 Calendar; Andrea Johnson seconded. Motion passed unanimously.

DISCUSSION ITEMS

- **Full-Day Kindergarten**
Amy Bird reviewed several options for a full-day kindergarten program. The administration team will create a plan for implementing full-day kindergarten to present at the next board meeting.

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*
 - *David Bourne – AYE*

The board entered the closed session at 10:04 AM

- *David Bourne made a motion to adjourn the closed session and enter back into an open board meeting; Andrea Johnson seconded. Motion passed unanimously.*

The board adjourned the closed session at 10:18 AM.

CALENDARING

- Board Meetings
 - Thursday, February 28, 2019 at 8:30 AM
 - Thursday, March 28, 2019 at 8:30 AM
 - Thursday, April 25, 2019 at 8:30 AM
 - Thursday, May 23, 2019 at 8:30 AM
 - Thursday, June 20, 2019 at 8:30 AM
- Utah Association of Public Charter Schools Conference – Davis Conference Center
 - June 12-13, 2019
- National Charter School Conference – Las Vegas, Nevada
 - June 30-July 3, 2019

10:24 AM – ADJOURN

- David Bourne made a motion to adjourn the board meeting at 10:24 AM; Andrea Johnson seconded. Motion passed unanimously.

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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(I)(a).


Stephanie Schmidt, Board Chair

02/28/2019
Date