

Early Light Academy
Work Session Minutes
Friday, April 9, 2010

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

In Attendance: Mia Prazen, Melinda Poulsen, Kevin Passey, Julie Thomas

Others in Attendance: Trish Trammell (Academica West), Gavin Hutchinson (9:28am)

Not in Attendance: Wade Glathar, Jen Jacobsen

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.

Minutes

8:58 AM - Called to Order by Mia Prazen

REPORTS

- ❖ Academica West - All in attendance verified that they have seen the Open Meetings Act Training Video and the Land Trusts Training video. Academica West will follow up with those not in attendance.
- ❖ 2009-2010 Budget – Kevin Passey reported that the school supplies item is the only area where it has exceeded the budgeted amount, and he attributes that to being a new school and not knowing how much would be needed. Other areas are actually under budget, so in general, the overall budget looks good. Mr. Glathar explained the supply costs via an email to the Board.
- ❖ P.E.A.K. Report – Melinda Poulson reported that the school is in the middle of a “Readathon” and will report back on details next month. She asked that as the Board Positions are advertised, that the P.E.A.K. President and President-Elect positions be recruited for. Teachers have requested file cabinets for next year. Mr. Passey requested the cost for any storage needs be calculated and communicated to him for his planning of next year’s budget. Mr. Glathar could email the faculty and request a volunteer to help determine classroom storage needs.

BUSINESS ITEMS (To be voted upon in Board Meeting)

- ❖ Classroom Audio Assist Systems - The total amount is \$33k, which is \$3k higher than the previous bid, but the original estimate is now outdated. The funds to purchase this system are reimbursable.
- ❖ Kirton & McConkie Bill and Repayment Schedule – Jen Jacobsen found and emailed to the Board the original signed agreement from June 2008 which was already voted and agreed upon, so there is no need to vote on it again today. The bill now needs to be paid.
- ❖ Hiring of Math Teacher/Assistant Principal – Mia Prazen reported that Mark Smith is interested in coming to ELA. He was a hiring prospect for this year, but chose another employment offer. There was discussion regarding whether he would be assigned as either the Assistant Director or the middle school math teacher, but that will be decided later. Mr. Glathar will offer him a job, and the details will be decided before the

beginning of the 2010-2011 school year, and after the faculty have made any class assignment changes. Mr. Passey will ensure that there is a budget allotted for his position. Ms. Thomas would like to re-visit the assignments before final decisions are made.

OTHER BUSINESS ITEMS – (For Discussion Only)

- ❖ Enlightenment and Parent Communication – Mia Prazen has not heard back from Emmiment regarding the cost and other details in setting up a blog for the school. She feels that by having a blog, information will be more accessible and up to date for the parents. They will also be able to view past information if they missed past postings. Melinda Poulson expressed that the weekly email that is sent out by Ann-Marie Beck has been well-received and parents appreciate the reminders and information. This email could have a reminder in it to check the school blog. In April, the journalism class will be putting together the last Enlightenment newsletter, and they could learn how to manage the blog as well.
- ❖ Virtual Component Option – Mia Prazen presented a possibility of expanding the student body in the future by offering a virtual component for students at home. This may be considered in 3 years. These classes would be for kids that are being homeschooled, would like to be a part of the school culture, and that would like to have a virtual component at home. Ms. Prazen will gather more information, including the cost effectiveness of having additional teaching staff. She feels there is a need for this with 1,100 students on the school's waitlist, and that families are looking for other educational options.
- ❖ Board Position Openings – Mia Prazen reported that P.E.A.K. President-Elect will be a two (2) year commitment. By-laws could be changed if ELA would like to have a co-president option. The Board needs to talk to parents, neighbors and anyone else that would do a good job. Julie Jacobsen is resigning, and her position will need to be filled. Academica West will get information to Ms. Prazen regarding the posting of positions. Jen Jacobsen has decided to stay on the Board. June will be the turn-over time for these positions, so advertising will begin right away. There was discussion as to where these positions would be advertised. It was recommended that the Board review the Charter Application for further details on the transition and hiring of board members.
- ❖ Calendaring –
 - Board Retreat: Last week of June is the National Charter School Conference in Chicago. Ms. Prazen thinks that July would be a difficult time to have a retreat, and would like to have the new Board in place first. August would be a better time if it is decided to have one at all.
 - Next Board Meeting: May 14, 2010 at 8:45am

9:30 AM - ADJOURN to Board Meeting