



Early Light Academy Board Meeting Minutes Tuesday, May 12, 2009

Place: Rio Tinto Building (Black Diamond), 4700 Daybreak Parkway, South Jordan, UT 84095

In Attendance: Mia Prazen, Kevin Passey, Julie Thomas, Melinda Poulson, Dawn Kawaguchi (Academica West) and Kim Dohrer (Academica West)

Excused: 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

9:05 a.m. Call to Order – Mia Prazen

Consent Items – Mia made a motion to approve consent items with changes on the work session minutes. Julie seconded the motion. Motion passed unanimously.

- Vote to approve April 14, 2009 Board Meeting Minutes
- Vote to approve May 5, 2009 Work Session Minutes

Business Items (To Be Discussed and Voted On)

- *Discuss and vote on School furniture purchase* – Wade explained that since this spreadsheet went out there has been one change on the middle school trayless desk which Scholar Craft does not carry so they are going with a Hon desk which is little better quality and more expensive. This purchase does not include the cot the sick room, benches and lockers for changing rooms, teachers break room furniture, conference room furniture, conference sick room furniture, director's and assistant director's office furniture. Mia asked Wade if changes can be made to the order once it's been placed since there could be possible donations from local businesses. Wade is going to be meeting with Mike to place the order on Friday. Wade stated that he doesn't think that changes can be made. Mia made a motion to approve the school furniture purchase to not exceed \$104,000 with the final purchase being approved by Wade, Mia and Jen. Kevin seconded the motion. Motion passed unanimously.
- *Discuss and vote on Staff Acceptable Use of Internet and Other Electronic Resources Policy* – Wade reviewed the Staff Acceptable Use of Internet ... Policy. Wade went over a few areas where he had questions. There was discussion on the Unacceptable Use section #21 about whether or not teachers should be able to bring their own laptop computers and/or portable data devices. They would like to add under the Unacceptable Use section #21 **“unless approved by the network administrator or Director.”** Julie made a motion to approve the Staff Acceptable Use of Internet and Other Electronic Devices Policy with minor change mentioned above. Kevin seconded the motion. Motion passed unanimously.
- *Discuss and vote on Student Acceptable Computer Use Agreement* – Wade reviewed the Student Acceptable Computer Use Agreement. Wade stated that this agreement must be read and signed before the student is allowed to use the computers. This agreement has a much friendlier language than the staff policy. Mia made a motion to approve the Student Acceptable Computer Use Agreement. Julie seconded the motion. Motion passed unanimously.

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.

- *Discuss and vote on Bullying and Hazing Policy* – Wade reviewed the Bullying and Hazing Policy. He explained that the state requires you to have a separate policy for bullying and hazing. Kim added that the state sent out a template that Gabe used as a guide to write this policy. There was discussion about what is considered hazing. Kevin made a motion to approve the Bullying and Hazing Policy. Mia seconded the motion. Motion passed unanimously.
- *Discuss and vote on Conflict of Interest Policy* – Wade reviewed the Conflict of Interest Policy. He explained that this policy is basically just disclosure. Wade stated that at the Risk Management training they encouraged schools to have this policy. Wade asked the Board to look at the paragraph that defines which family members cannot be an employee of a Board member to make sure that they all agree on the contents. Mia made a motion to approve the Conflict of Interest Policy. Kevin seconded the motion. Motion passed unanimously.
- *Discuss and vote on Child Abuse and Neglect Reporting Policy* – Wade reviewed the Child Abuse and Neglect Reporting Policy. He stated that this is a standard policy. It defines when you are obligated to report child abuse. Reason to believe is defined under #2. Wade describes as it observational (you have seen or overheard something). Kim added that you can call the hotline to ask if you are uncertain. Mia made a motion to approve the Child Abuse and Neglect Reporting Policy. Julie seconded the motion. Motion passed unanimously.
- *Discuss and vote on Administration of Medication Policy* – Wade reviewed the Administration of Medication Policy. Wade stated that this is mostly for prescription medication. There was discussion on the Tylenol/Motrin Permission Form and possible problems it may bring up. It was decided that form will not be distributed but upon request. Mia made a motion to approve the Administration of Medication Policy. Kevin seconded the motion. Motion passed unanimously.

9:49 a.m. – Wade was excused at this time to go to his meeting.

Mia wanted to state on the record that she spoke with Jen last night. Jen has reviewed all the policies and would like to vote to approve all policies.

- *Appoint and vote on PTO President/Board Member* – Mia nominated Melinda Poulson as the first PTO President. Julie stated that she sent out an email to all of the parents about a week and a half ago. Mia made a motion to approve Melinda as a Board member. Julie seconded the motion. Motion passed unanimously.

Mia made a motion to adjourn from the Board Meeting and enter into a closed session to discuss the Lease Agreement. Kevin seconded the motion. Motion passed unanimously.

- *Discuss and vote on Lease Agreement* – Closed session

Other Business Items (For Discussion Only)

There were no other business items.

Public Comment (Comments to be limited to 3 minutes each)

There was no public comment.

Adjourn - (Duration 46:22)

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.