

Early Light Academy

Board Meeting Minutes

Tuesday, August 11, 2009

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

In Attendance: Mia Prazen, Melinda Poulson, Kevin Passey, Wade Glathar (Director), Jen Jacobsen, Julie Thomas, Dawn Kawaguchi (AW) and Gavin Hutchinson (AW – 9:22 a.m.)

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

9:12 a.m. Call to Order – Mia Prazen

Consent Items - *Mia made a motion to approve the consent items. Melinda seconded the motion. Motion passed unanimously.*

- Vote to approve July 7, 2009 Work Session Minutes
- Vote to approve July 14, 2009 Board Meeting Minutes
- Vote to approve July 23, 2009 Electronic Board Meeting Minutes
- Vote to approve August 4, 2009 Work Session Minutes

Mia made a motion to ratify the items passed in the Electronic Board Meeting. Julie seconded the motion. Motion passed unanimously.

- Ratify Copier purchase of \$11,900
- Ratify Projector and Smartboard installation of \$25,491
- Ratify Paradigm High computer lab usage cost of \$500

Mia made a motion to ratify the calendar change. Kevin seconded the motion. Motion passed unanimously.

- Ratify the change in 2009-2010 School Calendar

Business Items (To Be Discussed and Voted On)

- Discuss and vote to approve the Arrest Reporting Policy – Wade explained that this policy is now required by the state because of the recent findings of non-licensed state school employees not having background checks. Wade reviewed the policy. There was discussion on if they have to report it even if the charges were dropped. Wade also mentioned that he still needs to come up with a procedure on how he is going to handle the review of the report. Mia made a motion to approve the Arrest Reporting Policy. Julie seconded the motion. Motion passed unanimously.
- Discuss and vote to approve K12 Curriculum and materials purchase – Wade reviewed the K12 curriculum he would like to purchase which costs a total of \$113,237.40. He stated that this bid has come in below the original cost that we were anticipating because it does not include the math study only grade level math. Wade would like to wait until after the math results come back. Mia made a motion to approve the K12 Curriculum purchase. Julie seconded the motion. Motion passed unanimously.

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- *Discuss and vote on Janitorial Services* – Wade explained that he is still waiting on the third bid by TNT cleaning. He reviewed the two bids that he received from BPS Inc. and Magic Cleaning. There was discussion on what's provided and what the school has to provide. There was also discussion on what the budget shows for this area. There was discussion on what the "day porter" person would be willing to do that Magic Cleaning could provide. Another option is for a couple of teenage students come in to sweep and take out the trash on the off days. Wade called Magic to ask what the day porter would be willing to do. It seemed that the day porter would be able to do most of the things that a janitor would do. There was more discussion on the different options that could work for the school. Gavin recommended that they should not lock into a year contract but to give it a couple of months do an assessment and then decided what is working for the school. Julie made a motion to approve Magic Cleaning the janitorial service contract but not to exceed \$49,000 which includes paper supplies, day porter and after school cleaning. Mia seconded the motion. Motion passed unanimously.
- *Discuss and vote on Kelly Educational Staffing Agreement* – Wade explained that Kelly Educational Staffing supplies substitute teachers. Wade has used them in the past and has had very good experience with them. There is a cost difference with Kelly that the budget doesn't allow. Wade hasn't had much success with a parent sub list. There was discussion on using Kelly for long term subs only. There was discussion on what options are cheaper. Gavin suggested just having Kelly as a contingency plan – getting the paper work done but only using them as a last resort. Julie recommended that the Board identifies a substitute list of parents as the first resort, contacting qualified TA's second and using Kelly as a last resort. Julie made a motion to establish a relationship with Kelly but only use them as a last resort. Melinda seconded the motion. Motion passed unanimously.

Gavin suggested that Wade contact Crista regarding filling the first grade long term substitute teacher before using Kelly. She may have some suggestions on who would available to do it – maybe a retired teacher.

- *Discuss and vote on Dress Code Policy Revision A* – Julie explained that there has been some confusion on the Dress Code Policy. These changes just provide clarification. Undershirts and Leggings were the two areas that were changed. The sentence changes were as follows: *Layering with a **solid** undershirt or turtleneck is permitted for warmth or modesty. Undershirts should be free from lace, branding and other print. AND Socks, tights, and leggings may be worn. Visible holes, offensive material or branding is not permitted.* Julie mentioned that parents were confused on the type of shoes that are allowed. She stated that they will be releasing a list of what is acceptable and what is not acceptable in the newsletter this month. Julie made a motion to approve the two sentence changes in the Dress Code Policy. Mia seconded the motion. Motion passed unanimously.

Other Business Items (For Discussion Only)

- *Upcoming Calendar Items (see below)* – Dawn explained that other boards have included the calendar items below and it has helped not only her but it should help Wade as well. It's just a reminder for what is coming up.
- Gavin gave a tax exempt status update. The school's application has been assigned to agent on March 3rd. Gavin received a fax last week with a list of questions that need to be answered as well. He anticipates that the first of November as the time when it will be done.

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

There was no public comment made.

Adjourn – 10:15 a.m. Mia made a motion to adjourn the board meeting. Melinda seconded the motion. Motion passed unanimously. (*Duration 1:04:02*)

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