

# Taylor's Crossing Public Charter School

## Board Annual Meeting Minutes 08-14-2013

Staff and Admin attendance: Superintendent Wendt, Fiscal Director Toop, and Board Clerk Sterzick

### **I. CALL TO ORDER**

The meeting was called to order at 7:43 p.m.

### **II. PRAYER**

Offered by Board Member Cardon

### **III. PLEDGE OF ALLEGIANCE**

### **IV. ROLL CALL**

Board Chairman Clegg	Present
Board Treasurer Judy	Present
Board Secretary Kammerman	Present
Board Member Radford	Present
Board Member Cardon	Present
Board Member Shippen	Present

### **V. APPROVAL OF AGENDA**

MOTION: A motion was made by Board Member Cardon to amend the agenda to include action item for authorization of persons to sign TCPCS checks. The motion was seconded by Board Member Kammerman. The agenda was amended. A motion was then made by Board Member Cardon to accept the agenda as amended. The motion was seconded by Board Member Kammerman. Vote was unanimous. Motion carried.

### **VI. APPROVAL OF MINUTES**

MOTION: A Motion was made by Board Member Cardon to accept the minutes for the meetings held June 19, 2013, July 2, 2013, and July 18, 2013. The June 25, 2013 Minutes needed to be updated and were carried over for approval at the next Board Meeting. Board Member Kammerman seconded the motion. Vote was unanimous. Motion carried.

### **VII. CONSENT OF AGENDA**

#### **Pay bills.**

MOTION: A Motion was made by Board Member Radford to accept the Consent Agenda as provided. The motion was seconded by Board Member Judy. Vote was unanimous. Motion carried.

### **VIII. PUBLIC INPUT**

There was no public input.

**IX. DISCUSSION ITEMS**

1. PFA Report ..... Mrs. Scarr

- Halloween Carnival will be held October 25, 2013.
- Swing set installation will be completed before school.
- PFA to meet the last Wed of each month at 7:00pm

Administrative Report ..... Mr. Wendt

- Discussion of ISAT report, HS Advisory, Tardy policy, Teacher In-service, Harbor training, Marketing plan/contract, Transition Updates.
  - Advisory Focus: Freshman -- study & organization skills  
Sophomore—Career exploration  
Junior—ACT/SAT prep/practice  
Senior—Senior projects, College/scholarship App,
  - \*The Marketing plan/contract report is to appear on every Agenda.
  - \*September will have report on implementation of Constitution/Founding Father Focus as per the Charter
- The end of the year Financial Report was given by Ms. Toop.
  - Enrollment impact on budget—Budget based on 417—report next meeting.

**X. ACTION ITEMS**

**1. Election of Officers**

MOTION: A motion was made by Board Member Shippen to renew the seat held by Board Member Justin Judy (#1). The motion was seconded by Board Member Radford. Vote was unanimous. Motion carried. A motion was made by Board Member Shippen to renew the seat held by Erica Radford (#3). The motion was seconded by Board Member Judy. Vote was unanimous. Motion carried. A motion was made by Board Member Judy to renew the seat held by Matt Cardon (#5). The motion was seconded by Board member Shippen. Vote was unanimous. Motion carried. A motion was made by Board Member Radford to renew the seat held by Laila Kammerman (#7). The motion was seconded by Board Member Shippen. Vote was unanimous. Motion carried.

MOTIONS: A motion was made by Board Member Kammerman to appoint Justin Judy as Chairman. 2<sup>nd</sup> by Member Cardon. Discussion—unanimous—Motion Carried.

Motion was made by Chairman Judy to appoint Matt Cardon as Vice-Chairman, 2<sup>nd</sup> by Member Kammerman. Discussion—due to Matt’s degree & business experience in finance it was decided and agreed by Cardon that he would be of greater service as Treasurer with the roles and responsibilities defined. (Nomination withdrawn.)

Motion made by Member Shippen to nominate Erica Radford as Vice-Chairman and Chairman Judy 2<sup>nd</sup> motion. Discussion-unanimous—motion carried.

Motion made by Chairman Judy to nominate Matt Cardon as Treasurer and 2<sup>nd</sup> by Member Shippen. Discussion-vote unanimous-motion carried.

Motion made by Treasurer Cardon to appoint Laila Kammerman as Secretary, Jean Shippen 2<sup>nd</sup> motion. Discussion—Vote unanimous--motion carried.

Upon request of Chairman Judy, Board Member Clegg agreed to continue to conduct the remainder of this meeting.

a. MOTION: A motion was made by Board Member Kammerman to authorize Board Chairman Judy, Board Vice-Chairman Radford, Board Treasurer Cardon, and Mr. Wendt to sign TCPCS checks. The motion was seconded by Board Member Shippen. Vote was unanimous. Motion carried.

2. **Roof Repair Proposals**

MOTION: A motion was made by Board Member Judy to table the Roof Repair Proposal decision until the Board could obtain additional proposal information. The motion was seconded by Board Member Cardon. Vote was unanimous. Motion carried.

3. **Raises for non-certified hourly staff**

MOTION: A motion was made by Board Member Judy to table the Raises for non-certified hourly staff until job descriptions and evaluations have been prepared and interviews have taken place. The motion was seconded by Board Member Radford. Vote was unanimous. Motion carried.

XI. **BOARD TRAINING (“7 Outs of Strategic Planning”) .....Justin Judy**

Training on the focus of four measures in section on “Figure Out”. \*The board, in work session, will establish the four measures and present to the Strategic Planning Committee headed by Mr. Wendt.

XII. **UPCOMING CALENDAR REVIEW**

School Events –

8/22—Parents to attend Back to School Nite

10/25 Halloween Carnival

Board Events

Invitation to the Board to attend In-service training with Dr. Nelson (BYU) August 19, 2013.

September board meeting – Changed: September 18; Work Session 6:00 and Regular session 7:30

Visit to Liberty (Mr. Wendt is visiting)

December Charter Commission

XIII. **PENDING TOPICS**

Financial Audit report

Curriculum alignment with Charter and State requirements.

**Review/Presentation of curriculum K-12** by Mr. Wendt.

Strategic Plan Committee Report

***District-Specific Board Policy***

***Budget***

***Parent Harbor Education initiative***

XIV. **ADJOURNMENT**

MOTION: A motion was made by Board Member Kammerman to adjourn the meeting. The motion was seconded by Board Member Cardon. Vote was unanimous. Motion carried. Meeting adjourned at 10:30 p.m.

\*Assignments/Directives

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Clerk of the Board, Taylor’s Crossing Public Charter School