

**John Hancock Charter School Board Meeting Minutes  
(Executive Session)  
27 September 2018**

Location: John Hancock Charter School, Pleasant Grove, Utah

Time: 7:00–8:30 P.M.

Attendees: Kim Frank, Wendy Morgan, Melissa Heppler, Allison Clinger, Kyle Tippetts (Others: Julie Adamic, Pam Elmer; see also the Attendance Record)

**Proceedings**

**Board Business**

- Pledge
- Prayer
- PTO update: Fundraiser exceeded goal by \$700, to \$5700. Carnival is tomorrow.
- No parent advocate update.
- Wendy Morgan moved to approve the 29 January, 16 May, 1 June, and 20 July 2018 minutes. Allison Clinger seconded. Unanimously approved. Will vote on 25 January 2018 minutes after Kyle checks who seconded school calendar approval.
- Presentation of Polaris.
- Audit presentation by Larson and Company accountant (audit in secretary file).
- Board discussed new language for bullying policy. Kyle Tippetts moved to modify the agenda to include approval of the bully policy. Melissa seconded. Unanimously approved. Melissa Heppler moved to approved the bully policy. Kyle Tippetts seconded. Unanimously approved.
- Financial review by Julie Adamic.
- Board discussed Early Literacy Plan. Wendy Morgan moved to approve the Early Literacy Plan. Melissa Heppler seconded. Unanimously approved.
- Board discussed UCA. Wendy Morgan moved to approve UCA. Kyle Tippetts seconded. Unanimously approved.
- Board discussed need for teacher/staff policy and procedure manual.
- Board discussed need for policy regarding insubordination.
- Board discussed need for staff liaison position.
- Julie Knudsen will be resigning. Julie would like to hold election. Board agreed.
- Director's update on JHCS in the 21st century.

- Julie Adamic proposed that we do RFP to hire company to find office manager. Board agreed.
- Kyle Tippetts moved to enter executive session. Melissa Heppler seconded. Unanimously approved.
- Board reentered general session.
- Allison Clinger moved to adjourn. Kyle Tippetts seconded. Unanimously approved.