

John Hancock Charter School Planning Meeting Minutes

19 June 2021

Location: John Hancock Charter School, Pleasant Grove, Utah

Time: 9:00 A.M.–12:00 P.M.

Attendees: Kim Frank, Wendy Morgan, Allison Clinger, Melissa Heppler, Kyle Tippetts
(Others: Julie Adamic, Craig Frank, Jeffery Hartung)

Proceedings

- Craig Frank presented a financial update. Making a final approval at the beginning of next month. Currently, we show in the red but it's because of the purchase of the Petersen property. Reviewed line items. We'll get our last allotment June 30.
- Jeff Hartung for Edward Jones presented about retirement funds since our current retirement fund is dissolving. Presented on Plan Premier and Record-Keeping direct and the expenses associated with each plan. (We have to pick a new provider by July 1.)
- Reviewed budget for FY22. Motion to approve by Wendy Morgan. Seconded by Melissa Heppler. Approved unanimously.
- Discussed conflict of interest; we've been given forms to fill out. We discussed the various conflict of interest that we have on the board. Kim Frank with UCN, and being married to Craig Frank, and Kyle Tippetts as our IT person through Dark Canyon. We need to submit a conflict of interest by the end of the month.
- Discussed other retirement fund options. Kyle Tippetts moved to adopt the Edward Jones 401k plan moving forward. Wendy Mogan seconded. Julie Adamic discussed about the pros/cons of the two plans presented and having Wendy Morgan picking the best option for the board. Kyle Tippetts moved again to accept the Edward Jones proposal 401k plan and have Wendy Morgan review it to pick the best one for the school. Melissa Heppler seconded. Unanimously approved.
- Discussed things about the development of another location. The process of finding land and the appropriate spot. Getting charter school capital and highmark.
- LED lighting: Need to update the ballasts. This has been included in our budget.
- Academic Update: We're having some problems with growth in ELA students. We have an additional teacher to help. Our teachers will be getting some additional training and work to improve our program. Lots of different reasons it has happened. Julie Adamic is confident with the plan we have in place.
- We need to do training for Open and public meetings and send the certificate we get back to Craig.
- Allison Clinger joined

- Kim Frank presented her conflict and employment with UCN and left the meeting. We had a discussion about UCN and Kim's conflict there. Kyle Tippetts moved to continue membership. Melissa Heppler seconded. Unanimously passed.
- Kim Frank rejoined the meeting
- Kyle Tippetts presented the services that he provides through Dark Canyon IT services. He has provided hands-on IT services to JHCS in the past. The bid he's provided goes into the next year. The bid amount is \$3,000 a month. This is contractual.
- Kyle Tippetts Left the meeting.
- We got bids from several other IT companies that Julie Adamic and Craig Frank provided to us. Hwire 2157, Dark Canyon 3000, CRNT - 3528 (remote only) 5168 (remote some on site). Hwire has some additional fees that would bring their total up if we had any issues. Dark Canyon seems to be the best option because they provide more services. Wendy motioned to keep Dark Canyon because of the services they provide. Seconded by Allison Clinger. Passed unanimously.
- Kyle Tippetts rejoined the meeting.
- We watched the intro to the open and public meetings act video. We want to start a regular monthly meeting on the third Thursday. Want to get it posted on the website and on the public meetings website. Julie asked Allison to look into getting it posted there.
- Allison Clinger moved to close. Melissa Heppler seconded. Approved.