

John Hancock Charter School Board Meeting Minutes

17 November 2022

Location: John Hancock Charter School, Pleasant Grove, Utah

Time: 7:00 P.M.–7:30 P.M.

Attendees: Kim Frank, Joe Spencer, Allison Clinger, Wendy Morgan, McKay Ballard, Melissa Heppler, Kyle Tippetts (Others: Julie Adamic, Craig Frank)

Proceedings

- Director's Update:
 - Registration/Enrollment: Pleasant Grove campus at 182; Eagle Mountain campus at 563.
 - Academic Update: Mid-year assessments will start in January; progress monitoring is weekly; interventions are delivered daily to students at risk of academic failure.
 - Parent Engagement: We had a great turnout at the groundbreaking ceremony (around 130)
 - Shared parent/teacher conference stats.
 - Human Resources:
 - Recruitment: We need to hire at least three teachers/leaders at this time. Julie would recommend hiring all five. She's talking with candidates and arranging interviews for all positions. She has reached out to local universities to recruit from their student pool.
 - Policies: These policies are needed immediately: Personal Leave policy and Health, Disability, and Postpartum Leave policy
 - Marketing: radio ads, print postcards, summer events, Eagle Mountain ladder signs
 - Enrollment for EM: Proposed date to hold the lottery is Dec. 5; preferences: founder children, founder grandchildren, teachers, existing JHCS campus students, siblings, those within two-mile radius
- Craig Frank gave the financial update, including current balances.
- Wendy Morgan moved to approve the 20 October 2022 minutes. Joe Spencer seconded. Unanimously approved.
- Kyle Tippetts joined the meeting.
- Wendy Morgan recommended we stay with EMI health benefit plan and mid next year we should have our broker explore other offerings to expand choice for staff. Wendy explained the difference between FSA and HSA. We can offer multiple plans and do a plan design. Melissa Heppler moved to keep the health benefits package as outlined by Wendy Morgan. Allison Clinger seconded. Unanimously approved.

- Julie Adamic got two bids for a lottery vendor. One bid was over \$6,000, and the second was \$4,500 from Think Solutions. Kim recommended we go with Think Solutions. Joe Spencer moved that we use Think Solutions, with five-year sunset, for our lottery process. Wendy Morgan seconded. Unanimously approved.
- Craig Frank gave an update on the EM campus. Reviewed successful groundbreaking. Discussed closing of \$25 million bond. Craig will inquire into higher-yield investment strategy (additional 2%) and will present it to the executive committee, with the inclusion of Joe Spencer, for approval.
- Craig Frank presented the new JHCS logos for board approval. Allison Clinger moved to approve each of the logos presented, including the realignment of the JHCS letters. Wendy Morgan seconded. Unanimously approved.
- Will discuss the Personal Leave policy at the next meeting.
- Craig Frank discussed the EM ladder signs provided by the chamber of commerce. We can have up to five signs in different areas within the city. Need approval because it's over the \$2,000 spending limit. For 12 months, the cost is around \$7,800, including design work. Can come from start-up grant money. Kim to see if we can get Target River to contribute toward costs. Allison Clinger moved to approve spending \$7,800 for five ladder signs to be designed and displayed for 12 months within Eagle Mountain city limits. Wendy Morgan seconded. Unanimously approved.
- The board discussed raising the director's spending limit during the construction of the EM campus. Discussed including two authorizers from the executive committee. Moved to approve up to \$10,000 as the director's spending limit (to be approved by Craig and Julie), with anything above \$10,000 to be authorized by two members of the executive committee. Joe Spencer seconded. Unanimously approved. Allison Clinger moved to add Wendy Morgan to the executive committee. Melissa Heppler seconded. Unanimously approved.
- Melissa Heppler moved to approve a lottery date of December 5, 2022. Morgan Spencer seconded. Unanimously approved.
- Allison Clinger moved to enter executive session. Wendy Morgan seconded. Unanimously approved.
- Board returned to general session.
- Wendy Morgan moved to adjourn. McKay Ballard seconded. Unanimously approved.