

John Hancock Charter School Board Meeting Minutes
(Executive Session)
14 December 2023

Location: John Hancock Charter School, Pleasant Grove, Utah

Time: 7:00 P.M.–8:00 P.M.

Attendees: Kim Frank, Wendy Morgan, Allison Clinger, Melissa Heppler, and McKay Ballard (Others: Julie Adamic and Craig Frank and Heather Lamb)

Proceedings

- Craig Frank reported the bank balances.
- Director report: 179 at PG and 765 at EM. Preparing for lotteries for both campuses. Niche.com to do some social media marketing for both campuses. Going into third term after Christmas break and will be doing assessments. Continuing with professional development and training. Music program is now underway, but no time to prepare for a winter concert in PG, just at EM; will hold a spring concert.
- Allison Clinger moved to approve the 9 November 2023 minutes. Melissa Heppler seconded. Unanimously approved.
- School Land Trust discussion: Able to approve EM FY2024 plan. Anticipate funding as early as January. Appreciation expressed for the committee for expediting the process. The focus is to get help for the teachers in the classroom. Focuses on improving reading and math scores via salaries and benefits for additional educators. Allison Clinger moved to approve the FY24 EM School Land Trust plan. McKay Ballard seconded. Unanimously approved.
- Julie Adamic presented for board consideration changes to the 2024-2025 school calendar. Wendy Morgan moved to approve the 2024-2025 school calendar as presented. Melissa Heppler seconded. Unanimously approved.
- Board discussed the changes to and performed the second reading of Attendance Policy and Procedures Policy. Allison Clinger moved to approve the Attendance Policy and Procedures Policy. McKay Ballard seconded. Unanimously approved.
- Board discussed the changes to and performed the second reading of the Child Abuse and Neglect Reporting Policy. Allison Clinger moved to approve the Child Abuse and Neglect Reporting Policy. Wendy Morgan seconded. Unanimously approved.

- Board discussed the changes to and performed the second reading of the Code of Conduct Policy. McKay Balled moved to approve the Code of Conduct Policy. Wendy Morgan seconded. Unanimously approved.
- Board discussed the changes to and performed the second reading of the Dual Enrollment Policy. Wendy Morgan moved to approve the Dual Enrollment Policy. Melissa Heppler seconded. Unanimously approved.
- Craig Frank reported on the details of the PTO July 2023-present ledger. Melissa Heppler expressed concern from PTO re: money the PTO can spend; unable to make a budget yet because of confusion. Julie Adamic: Hoping to have a PTO in place at EM in fall 2024. Board discussed if PTO would be separate from both campuses or co-mingle? Heather Lamb, EM parent, asked if there's documentation that spells out such details and organizes the PTO on each campus. Julie Adamic explained that the PTO is a subcommittee of the board; it's not its own organization. Kim Frank affirmed that we need a clear process, and the board should move forward on PTO policies. Wendy Morgan: the board needs to decide whether the PTO will be two separate organizations or one. Melissa and Julie to discuss details and draft ideas before bringing the discussion back to the board in a month or two. Heather expressed a desire to assist in any way possible. May want to consider having a campus coordinator who works to coordinate with both campuses.
- Allison Clinger moved to enter executive session. Wendy Morgan seconded. Unanimously approved.
- Heather Lamb left the meeting.
- Board returned to open session.
- Allison Clinger moved to direct Julie and Craig to move forward on the recommendations made in executive session re: employee benefits. Melissa Heppler seconded. Unanimously approved.
- Allison Clinger moved to adjourn. Wendy Morgan seconded. Unanimously approved.

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- Craig Frank began discussion re: potential teacher/staff bonuses. Presented different bonus scenarios. After discussion of the current budget, the board determined to administer smaller bonuses so we don't encounter future budget issues. May consider end-of-year performance bonuses. \$50 to part-time and \$150 full-time in Costco gift cards.
- FYI: Julie has fired a few employees, but no details are necessary.
- Allison Clinger moved to leave executive session. Melissa Heppler seconded. Unanimously approved.