

John Hancock Charter School Board Meeting Minutes
(General Session)
9 November 2023

Location: John Hancock Charter School, Pleasant Grove, Utah

Time: 7:00 P.M.–9:00 P.M.

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

Proceedings

- Wendy Morgan moved to approve the 21 September and 30 October minutes. Kyle Tippetts seconded. Unanimously approved.
- No public comments.
- Craig Frank presented the current checking and savings account balances. The school is in a good position.
- Director's report: PG has 180 students, and EM has 765 students. Seeing enrollment increase in seventh and eighth grades at both campuses.
- Joe Spencer and McKay Ballard joined the meeting.
- Director's report continued: Julie Adamic is splitting time between both campuses.
- The APPEL program and mentoring program are going well. APPEL audit went well.
- Julie Adamic presented the Land Trust Final Report for board review. The goal was to improve the number of students at or above grade level for math; that goal was exactly met. Did not meet our English language arts goal. Third goal was to improve science scores by 2%. Did not meet this goal; missed by 1%. Compared to the state, our scores are higher.
- Craig Frank explained the bond spending process to the board. \$290k in interest still needs to be spent. \$180k of this to be spent on low-voltage requirements/audio enhancements for the EM school and \$16k for speakers, for a total \$196k. If the money isn't spent by December 7, it rolls into the bond. Better to spend the money than to save on the bond.
- The board and Julie Adamic and Craig Frank discussed urgent needs: sound dampening at \$28k; greenhouse with shipping plus water-hookup and grading, making it close to \$8k; esports trailer at \$2k. The next priority: kitchen mixer at \$6k. There's also a \$40k bill in instruments. Proposed that we skip the ATV and shed this year if we can't afford them. Roof repair at PG at \$7k. In the future we hope to purchase security cameras and an ATV and blade to clear snow from sidewalks. Snow removal is in our

operational budget, but because of school's distance, the removal company only comes once a day. Can the operations money be reallocated for ATV and blade? Motivation is safety for children in keeping the walks clear on an as-needed basis. The cost for an ATV and blade is approximately \$13k.

- Need a board finance committee to handle such discussions as well as other committees to handle cross-campus issues.
- Wendy Morgan moved to approve \$91k in expenses discussed tonight (\$28k for sound dampening, \$8k for greenhouse, \$2k for esports trailer, \$6k for mixer, \$40k for instruments, \$7k for roof repair), with ability to prioritize based on necessity. Kyle Tippetts seconded. Unanimously approved.
- Joe Spencer moved to allow Julie Adamic to spend the bond money in \$10k increments, with finance approval from Craig Frank. McKay Ballard seconded. Unanimously approved.
- Board discussed board finance committee members. Wendy Morgan, Kyle Tippetts, and McKay Ballard to comprise that committee. Wendy Morgan to chair this committee. They will meet with Cindy Phillips to learn how to do this. Not approved, as this is not an agenda item, but the committee can proceed immediately. The board will ratify the approval of the committee next month.
- Niche.com is a marketing company that includes social media campaigns. Julie Adamic proposed that we use our marketing budget toward Niche.com EM city signs and EM Chamber of Commerce activities. The board doesn't need to approve these expenditures.
- Julie Adamic proposed that we amend the calendar for a half day on October 21 and November 21 for both campuses. Kyle Tippetts moved to amend the calendar as recommended. Melissa Heppler seconded. Unanimously approved.
- The board discussed intern compensation. It's difficult to get interns to the EM campus because of distance. Julie Adamic proposed a mileage compensation for the interns to make it more appealing for interns to complete their hours at the EM campus. Two at EM and one at PG as a minimum. The cost would be cheaper than a counselor. The suggested compensation is a per-month stipend. Julie and Craig will create an intern compensation policy and bring it to the board at the next meeting.
- The board discussed creating a Venmo account for the school. The account would need to be tied to an individual's account. The object would be to facilitate donations. The money wouldn't co-mingle with the individual; it would go directly to the school account. This will be handled by the board finance committee.
- The board will table the SpedCo discussion till next month.
- The board reviewed the following policies:

- Educator Rights Policy (second reading). Allison Clinger moved that JHCS adopt this policy as presented. Wendy Morgan seconded. Unanimously approved.
- Code of Conduct Policy (second reading). Wendy Morgan moved that JHCS adopt this policy as presented. Melissa Heppler seconded. Unanimously approved.
- Dual Enrollment Policy (first reading)
- Child Abuse and Neglect Reporting Policy (updating policy; no second reading required) Allison Clinger moved that JHCS adopt this policy as presented. Melissa Heppler seconded. Unanimously approved.
- Attendance Policies and Procedures Policy (updating policy; to be presented as first reading)
- The board received training on open and public meetings.
- Allison Clinger moved to adjourn. McKay Ballard seconded. Unanimously approved.