

**John Hancock Charter School Board Meeting Minutes**  
**(General Session)**

17 April 2024

Location: John Hancock Charter School, 2890 N Scarlet Rd, Eagle Mountain

Time: 7:00 P.M.–8:00 P.M.

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

**Proceedings**

- Call to order by Chair Frank.
- Board reviewed the 27 March 2024 minutes. Melissa Heppler seconded. Unanimously approved.
- No public comments.
- Craig Frank gave the finance committee report, sharing bank balances. Reviewed draft budget for 2025. The school will meet its bond commitments.
- As a member of the Board Development Committee, Craig Frank presented findings of interviewing potential additional board members. Jolene Romero was presented as a well-qualified potential at-large board member. Jolene addressed the board. Wendy Morgan moved to approve Jolene Romero as an at-large board member. McKay Ballard seconded. Unanimously approved.
- Julie Adamic presented for discussion and a vote the standing committees and suggested board members. Melissa Heppler moved to approve the standing committees as presented. Wendy Morgan seconded. Unanimously approved.
- Heather Lamb was presented as the nominee for PTO chair for the Eagle Mountain campus. Allison Clinger moved to approve Heather Lamb as the PTO chair for the EM campus. Melissa Heppler seconded. Unanimously approved.
- Request for LEA-Specific License. We have one additional site-specific license. This person is getting the associate license as well. Allison Clinger moved to accept the request for the LEA-specific license. McKay Ballard seconded. Unanimously approved.
- Julie Adamic presented her executive report. She presented the current enrollment numbers for both campuses: 741 in EM and 176 in PG. 1080 is our target for both campuses. Our cap is 1100. Good fundraisers happening. Volunteer opportunities are still being filled. Many end-of-year activities are coming up. EOY testing going on now. Also doing some fall preparation.

- The Admissions and Enrollment Policy was presented for board review and approval. This policy includes within its language areas previously addressed in the Dual Enrollment Policy and Enrollment Disclosure Policy. It was updated based on new requirements. The disclosure about suspension/expulsions was included, as well as better language for full and half-day kindergarten. Also added toileting requirements. Allison Clinger moved to approve the Admissions and Enrollment Policy. Wendy Morgan seconded.
- Cindy Phillips conducted board training on committees.
- The Gender Non-discrimination Policy was presented to the board for a first reading.
- The updated Dress and Grooming Policy was presented to the board for approval. Allison Clinger moved to approve the updated Dress and Grooming Policy. McKay Ballard seconded. Unanimously approved.
- The Trust Land Council Policy was presented to the board for its first reading.
- The Learning Materials Selection and Review Policy was presented to the board for a second reading and approval. Updated according to new state statutes. Allison Clinger moved to approve the Learning Materials Selection and Review Policy. Wendy Morgan seconded. Unanimously approved.
- Allison Clinger moved to enter executive session. McKay Ballard seconded. Unanimously approved.
- Board returned to general session.
- Allison Clinger moved to adjourn. Wendy Morgan seconded. Unanimously approved.

## EXECUTIVE SESSION

- Craig and Julie and Kim attended an AJ Simms conference where they introduced the idea of expanding our junior high school to the west of the EM campus. Craig shared our fiduciary's findings about the probability of completing a second phase. The fiduciary believes our current cash flow would facilitate the building of a 20,000 square foot building across the street. There is land available for this expansion. Looks like we could afford \$9 million, which would support most of our wish list for expansion. Concern would be putting ourselves in an uncomfortable cash-on-hand situation. Our bond holder, Hamlin, reached out to suggest restructuring our bond to include lower rate and longer term. Roundtable is looking to find the best structure moving forward. We have a growth model that could make investors money. Everyone will keep moving forward, and once details are gathered, the board will be informed.
- Kim will send out the director evaluation to all board members.

- Allison Clinger moved to reenter general session. Wendy Morgan seconded. Unanimously approved.