

Minutes of Excelsior Academy Board of Trustees Meeting

Date: May 9, 2018

Time: 8:30 a.m.

Location: Room 230

Board Members Present: Shelly Taylor, Sarah Green, Cathy Hunter, Rosalyn Wynn, Angie Jenkins and Miles Lawrence.

Employees, Volunteers and Public Present: Tyler Van Tassell, Stephanie Eccles, Cami Thorpe, Cylee Pressley, Jennifer Martin, Gichin Marsden, Jacquelyn Johnson, Lincoln Filmore, Trisha Richards, and Leslee Rojas.

Approval of Minutes: Cathy motioned to approve the meeting minutes from April 6, Miles seconded the motion, all in favor; motion passed.

Finance Report

Finance and Accounting report presented Jennifer Martin (see in Google Drive).

Budget Hearing

Administrative Report

Gichin Marsden presented his report to the board. (See attachment A)

Stephanie Eccles presented her report to the board. (See attachment B)

Board Business

3A.04.300 Banking & Financial Management Policies

*Sara motioned to approve 3A.04.300 Banking & Financial Management Policies, Miles seconded the motion, all in favor; motion passed.

3A.04.400 Procurement (Purchasing) Policies

*Sara motioned to approve 3A.04.400 Procurement (Purchasing) Policies, Cathy seconded the motion, all in favor; motion passed.

Fee Policy and Schedule

*Sarah motioned to approve the Fee Policy and Schedule, Miles seconded the motion, all in favor; motion passed.

Sewer Connections explained by Stephanie Eccles.

*Sarah motioned to approve the payment of the sewer connections, seconded by Angie, all in favor; motion passed.

Canon Printer Contract...tabled need one more bid.

New Board Member presented by Cathy Hunter

*Cathy proposed that Trisha Richards be a new board member, seconded by Shelly, all in favor; motion passed.

Meeting Adjourned: 9:43 a.m.

Voted to adjourn the meeting with all in favor.

Housekeeping:

- June 21 at 5:00 p.m.

ATTACHMENT A

Carpool Summary

A Need for Change:

With the addition of a second building, there is a need for change in the carpool process, to allow for parents to pick-up students from both buildings.

Changes:

- Parents will pick up students according to the building, not according to where they live.
 - Elementary building only: students will be picked up in the two lanes in front of the elementary school.
 - Middle school building: students will be picked up in the parking lot in front of the middle school.
 - Both buildings: families with students in both buildings will pick up students behind the buildings.
- Parents will only be able to enter the parking lot through the west entrance, and exit through the center and east exits.
- The additional pick-up space will allow for close to 100 additional cars.

Challenges:

- All Excelsior Academy families are required to go through the carpool process.
- We are still unable to stop traffic on Erda Way.
- We will need additional staff outside to ensure the smooth flow of traffic as well as ensuring student safety.
- Parents who come after 3:25, desiring to park in the parking lots, will need to wait in carpool or park on the street.

Executive Director's Report

May 9th, 2018

I. Enrollment

- A. Our current enrollment is 693
- B. Enrollment: 2018-2019 projected enrollment 1,072 increased from 1,040

II. Marketing

- A. April 20, 2018: Boosted the Competitive Sports video (\$35) 4,233 reached with 2,374 engagements. An engagement = the total number of clicks, comments, reactions, and shares from the post
- B. April 30, 2018: Boosted the Enrollment video (\$35) 4,225 reached with 2,450 engagements.
- C. Ordered merchandise for the upcoming summer events (\$717.87...Tooole Parade 07/04, Erda Days 07/13-14, and Stansbury Days 08/17-18)

III. Special Events

- A. Meet the Middle School - explore electives
- B. New Student Assessments
- C. 04/18 - Middle School Drama "Wishful Thinking"
- D. 04/26 - K-2nd final SWYK - fun musical performances from our amazing students with a standing ovation at the end!
- E. New parent orientation for 1st-5th-grade parents
- F. Orchestra, Choir, Beginning Band, Concert Band, Jazz Band, - Highlights include: songs in Latin & Spanish, Phantom of the Opera and a Jaws-themed medley, instrumental improvisation, Disney Incredibles Theme.

IV. Construction

- A. Ward Engineering group - 10.62 ERU's impact fee - \$16,153.02 by 06/18 or \$24,994.70 after 06/18

V. Increase in teacher salaries

- A. First year certified teachers - \$42,000
- B. Returning teachers increase range \$3,000 to \$9,000