

# Early Light Academy

## Electronic Board Meeting Minutes

### Wednesday, January 20, 2021

**Zoom Link:** <https://us02web.zoom.us/j/83478262428?from=addon>

**Meeting ID:** 834 7826 2428

**Mobile:** (669) 900-9128



**In Attendance:** Eric Montague, Jenn Lund, Andrea Johnson, Candice Mitchell, David Bourne

**Others in Attendance:** Stephanie Schmidt, Brad Taylor, Emily Johnson, Kim Dohrer, Dawn Kawaguchi

*This meeting of the board of directors will be held via Zoom. Members of the public will be accommodated using the information provided. [Allowable Under: Executive Order Suspending the Enforcement of Provisions of Utah Code §§ 52-4-202 and 52-4-207, and Related State Agency Orders, Rules, and Regulations, Due to Infectious Disease COVID-19 Novel Coronavirus]*

*The mission of the Early Light Academy is to deliver a high-quality education with a deep, rich and engaging curriculum utilizing effective instructional techniques and emphasizing history, taking our students from the Stone Age to the Space Age, the Information Age and beyond.*

## MINUTES

### 8:37 AM – CALL TO ORDER

### PUBLIC COMMENT

- Emily Johnson made a public comment regarding the hardships of distance learning for her children.
- 2021-2022 School Fee Schedule & Fee Waiver Policy – This was the second public comment period held for the 2021-2022 fee schedule and Fee Waiver Policy.

### REPORTS

- **Directors Report** – Stephanie Schmidt
  - ✓ Highlights
    - ★ Teacher appreciation for bonuses, soda machines, free lunch, 12 Days of Christmas, Friday on us, etc.
    - ★ Hearts of Gold
    - ★ Science Fair
    - ★ Day in History – TBA
    - ★ Staff Phoenix on Fire, Phoenix on Fire Jr High Store and Sparks in Elem
    - ★ New 7th Grader Orientation - Jan 28th (Early release day for Jr high)
    - ★ Student Intent to Return due Jan 30<sup>th</sup>
    - ★ Student greenhouse
    - ★ Elementary orchestra

**NOTE:** Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call Dawn Kawaguchi at (801) 444-9378 to make appropriate arrangements.

- ✓ Review of 2020-2021 Goals
  - ★ Working on new website
- ✓ Review of Data
  - ★ Wrapping up MOY Literacy Testing & Math Benchmarks – Would like to do a data dive in February with the board
  - ★ Students will be taking home portfolios with MOY data and will be writing academic goals to focus on for the remainder of the year.
  - ★ Review of new student data
- ✓ COVID Update
  - ★ Constant considerations
    - ⌘ Counts
    - ⌘ Student achievement, needs, wellness
    - ⌘ Teacher support and wellness
    - ⌘ Effectiveness of models - Academics, Social, Emotional
    - ⌘ Accommodating changes as needed for students
  - ★ Finish the year with current learning models
  - ★ Begin in the fall on regular, daily with kids on campus
  - ★ Current numbers
  - ★ Quarantine changes
  - ★ Preparing to bring online students on campus for summative testing
  - ★ Staff currently getting vaccine
- **Financial Report** – Brad Taylor reviewed the statement of activities as of the end of December. Federal revenue will be up for the year. Overall ELA is doing very well and is running in the black. The school is on schedule to end up with approximately \$201k. Brad also reviewed the statement of financial position. The school is currently around 112 days cash on hand. There are a lot of CARES act grants that are not reflected here. Eric asked if Brad had any concerns which he did not. Brad also mentioned that the legislation started yesterday and we are watching what is going on. He gave a summary of what items were going to be hot topics for schools which were tax receipts, Amendment G, and hopefully anticipating an increase in the WPU.

## CONSENT ITEMS

- November 18, 2020 Electronic Board Meeting Minutes – There was no further discussion. **Eric Montague made a motion to approve the consent items. David Bourne seconded the motion. The roll call votes were as follows:**
  - Eric Montague – Aye**
  - Jenn Lund – Aye**
  - David Bourne – Aye**
  - Andrea Johnson – Aye**
  - Candice Mitchell – Aye****Motion passed unanimously.**
- November 18, 2020 Closed Session Affidavit – There was no further discussion. See above for motion.

**NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.**

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call Dawn Kawaguchi at (801) 444-9378 to make appropriate arrangements.

## VOTING ITEMS

LEA Definition for “At Risk” – Stephanie asked Kim to go over this information. Kim informed the board that in the past the state allowed schools to use their definition of “at risk”. Now the state would like each school to define “at risk”. The school’s recommended definition is *“At Early Light Academy, at-risk of academic failure means any student who scores below proficient on a State or LEA approved assessment.”*

- Director Evaluation Tool – Stephanie stated that this is the tool that was developed by her and Eric for Syd. When a new director is hired, it is good practice to approve the evaluation tool. Candice asked to Stephanie to give a bit more information on the tool. There are three areas that include leadership, finance and continual improvement for students and school professionals. The director sets specific goals with the board contingent on the schoolwide goals set by the board and administration team. These specific goals need to be set with a couple of board members and Stephanie. Then at the end of the year those goals are reviewed by the board committee and given a start, stop or continue for Stephanie. Eric reviewed the process of the director evaluation.
- 2021-2022 School Calendar – Stephanie stated that this is the annual calendar that Darci Cordero and Dawn have been working on to make sure that we have the right number of days and enough hours. This calendar is similar to this year’s calendar. Stephanie also stated that we always take into consideration JSD’s calendar. Dawn did mention that this calendar has the teachers working one less day which doesn’t change anything but it will give the teachers daily rate a slight increase. Stephanie also added that their process for creating the calendar was that all staff that wanted to have a say in the calendar was invited to the calendar meeting. The admin team takes into consideration all of the feedback that is given by staff members.
- 2021-2022 School Fee Schedule – There was no further discussion.
- Re-Approve Fee Waiver Policy – There was no further discussion.
- Rescind the Employment of Substitute Teachers Policy – Stephanie asked Kim to take the lead on this. Kim stated that this policy was put in place required by the state under a Utah admin rule. It has since been taken out as an admin rule so it is our recommendation to rescind the policy since it restricts you a little bit more than you need to be and the policy is not required.
- LEA Educator Specific License for Zach Speed – Stephanie stated that Zach Speed was hired as a 5<sup>th</sup> grade teacher because Emily Johnson has moved to online teaching. This team has divided up the content of teaching. Zach has been a phenomenal substitute teacher for us. He has done everything but pass the Praxis test to become qualified so we will need to put him on an LEA-Specific license which the board will need to approve. **Eric Montague made a motion to approve the proposed definition of an “at-risk” student in regards to EARS (Enhancement for At-Risk Students) funding; approve the Director Evaluation Tool with the caveat that we will form a two (board) member committee to evaluate the director; approve the 2021-2022 School Calendar; approve the 2021-2022 School Fee Schedule; re-approve the Fee Waiver Policy; rescind the Employment of Substitute Teachers Policy; and approve the request for an LEA-**

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call Dawn Kawaguchi at (801) 444-9378 to make appropriate arrangements.

specific educator license in elementary education for Zach Speed for a period of 3-years. Jenn Lund seconded the motion. The roll call votes were as follows:

Eric Montague – Aye

Jenn Lund – Aye

David Bourne – Aye

Andrea Johnson – Aye

Candice Mitchell – Aye

**Motion passed unanimously.**

#### **CALENDARING**

- PreBoard Meeting – February 3<sup>rd</sup> @ 10:00 am
- Next Board Meeting – February 17<sup>th</sup> @ 8:30 am

**9:41 PM – Eric Montague made a motion to enter a CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(I)(a) via Zoom. David Bourne seconded the motion. The roll call votes were as follows:**

Eric Montague – Aye

Jenn Lund – Aye

David Bourne – Aye

Andrea Johnson – Aye

Candice Mitchell – Aye

**Motion passed unanimously.**

**10:00 PM – Eric Montague made a motion to exit and ADJOURN. David Bourne seconded the motion. The roll call votes were as follows:**

Eric Montague – Aye

Jenn Lund – Aye

David Bourne – Aye

Andrea Johnson – Aye

Candice Mitchell – Aye

**Motion passed unanimously.**

#### **January Action Items:**

1. Add a Data Dive for Board on February agenda – **Dawn**

**NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.**

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call Dawn Kawaguchi at (801) 444-9378 to make appropriate arrangements.

**Early Light Academy  
Closed Session Affidavit  
Wednesday, January 20, 2021**

**Location:** 11709 S. Vadiana Drive, South Jordan, Utah 84009



**In Attendance:** Eric Montague, Jenn Lund, Andrea Johnson, Candice Mitchell, David Bourne

**Others in Attendance:** Stephanie Schmidt, Brad Taylor, Kim Dohrer, Dawn Kawaguchi

*The mission of the Early Light Academy is to deliver a high-quality education with a deep, rich and engaging curriculum utilizing effective instructional techniques and emphasizing history, taking our students from the Stone Age to the Space Age, the Information Age and beyond.*

## **Affidavit**

This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(I)(a).

  
\_\_\_\_\_  
Eric Montague, Board President

\_\_\_\_\_  
17 February 2021  
Date