

Pacific Heritage Academy Board Minutes
January 21, 2021, (via Zoom) 5:30-6:30 pm
Pacific Heritage Academy

Agenda Item	Minutes
Call to Order/ Roll Call	Present: Dave Rudd, Tammi Sumsion, Kelly Casaday, Spencer Anderson Excused: Ray Henderson & Tina Fagasau Missing: Gary Sillito
Previous Board Minutes: <ul style="list-style-type: none"> • Minutes from November 2020 	Kelly makes a motion to accept the minutes for November 19, 2020. Tammi 2nds. Motion passes.
Public Comment	None
Board Training (Lincoln Fillmore) Public Records	Public Records (emails, documents) are open to the public and can be requested at any time. Example of SLD record (text messages) that was public record that led to an embarrassment & not being re-elected. Be mindful, careful and deliberate of what words are put into documents and what you say in a public meeting, knowing that they are all public records. Laws of Open Records – GRAMA (Government Records Access Management Act) public records need to be open to the public and managed by the school. Always be and act like you're being transparent. It is within rights to charge the public money to access the records, but it is highly discouraged, since it appears hidden. It is always a good idea to post your meeting minutes on the school's website and the public notice website with supporting documents, such as school's budget. It can also be as simple as replying to a request with a link where they can access the information. Public Records need to be kept for 7 years. After those 7 years, they can be packed up and taken to the State Archives. Make sure government records are well organized, so that when requests are made, it will be easy for the school to find and give. Private notes taken in a meeting are not public record, unless given to the school, or using the school email. Feb Preview – Public Education Based Budget Bill has been released – Senate Bill 1 – available on State Legislature's website.
Land Trust	<u>Tammi</u> : Reminder of hitting deadlines for the spring. February 5 deadline for reporting on previous Land Trust monies. April 1 st – determine what we will be spending for next year. Sheena will be writing the plan and then will be submitting it to the Board for approval of final draft.
Financial Report Financial Report cont..	<u>Janet</u> : Board receives budget info for November and December. In November, we received a cut in our funding of \$220,000. Sheena, Ele and Janet went through budget line by line and cut it back to keep in the black. December & November of cash on hand is 56 days. Last year we had 35 days of cash on hand. Dave: Bond requirement is 45 days cash on hand. Janet: We've received different funding because of Covid, through school board, through Governor's office, and just learned of another grant for \$257,000 that will help. Some leniencies, too. 401K-(Ele) Matching of 401K for employees was cut temporarily. They can still contribute to their 401K, just not matched. Up to the Board for approval.

	<p>Dave: I verified that it was prudent and appropriate since matching is voluntary. Has been presented to the employees and no major complaints, since everyone was able to keep their jobs. Janet: Not matching will save the school about \$19,000. Tammi motions to approve, Kelly 2nds, motion is approved by Board.</p>
<p>School Assessment Brief Report</p>	<p>Janet: Mortgage/Bond Holder requires this every 3 years. Report has been received. This is an important tool and creates a punch list. The biggest thing is cement work around the school. Other minor details are listed. The money will come from the Repair Account which is at \$121,000.</p>
<p>School Administration Report</p>	<p>Ele: Enrollment is at 292. First week that we were allowed to come back to school. A lot of fun, but tiring. It was a rough start because the teachers are teaching online zoom as well as students in the classroom. Things will get better now that the students are back. The school schedule is 8:30 to 1:30 with intervention small groups at 2:00 to 3:20, either in person or online.</p> <p>Assessment Training announced waiver for accountability for spring testing and will just be for data purposes.</p> <p>Working on an At Risk Grant: A definition needs to be approved by the Board.</p> <p>Pacific Heritage Academy defines “At-risk of academic failure” as:</p> <p>“A student who has experienced environmental circumstances and who has a higher probability of failing academically or dropping out of school. These are students who (a) score below proficient on a Board of LEA approved assessments; (b) experience chronic absenteeism and/or (c) missed 10% or more days of instruction, whether the absence was excused or not.”</p> <p>Kelly: Is there anything unique about definition? Ele: Usually uses USBE definition and this year used it, but made it fit our school.</p> <p>Board approves definition unanimously.</p> <p>TSI & CSI schools – Waiving the 3 years being in CSI (Comprehensive School Improvement)</p>
<p>Review/Adopt USBE Resolution Renouncing Racism & Promoting Equity</p>	<p>Dave: Presents the USBE Resolution Renouncing Racism & Promoting Equity. It is not necessary or required, but feels it is important that we adopt this because of the problems in the world, to send a message to the public, parents and school that we renounce racism and encourage equity.</p> <p>Kelly proposes that it says “may or can exist” instead of current wording. Dave agrees.</p> <p>Tammi: Wants point out is there is a section that says promoting good character is a defense against racism and Administration has done a great job. Land Trust has it written that behavior part of the academic standard and Administration has done a great job making sure the students are taught good character. Dave: Lincoln and I were talking and Lincoln says that our school already embraces equity and even on our Board there is quite a bit of diversity.</p> <p>He proposes that as a Board they adopt the State Board of Education Resolution #2021-01 Denouncing Racism and Embracing Equity in Utah Schools and adopt that for our school, Pacific Heritage Academy with the idea that it will help us to be an even better school than we currently are. The Board unanimously approves to adopt with the amendment that says “may/can exist.”</p>
<p>Board Member Application</p>	<p>We received the board member application from Diana Fisaga. Application will be sent out to other board members to review. We will vote on that next board meeting and will have her attend.</p>
<p>Next Board Meeting</p>	<p>February 18, 2021 – 5:30pm</p>

Meeting Adjourned	
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