

Pacific Heritage Academy Board Minutes
 October 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, Spencer Anderson, Kelly Casaday, Diana Fisaga Missing: Gary Sillito, Tina Fagasau
Previous Board Minutes: <ul style="list-style-type: none"> • Minutes from September 16, 2021 	Spencer makes a motion to approve the minutes, Tammi seconds. The motion is passed.
Public Comment:	None
Financial Report:	<p><u>Dave</u>: Happy with where the school is at after the budget meeting.</p> <p><u>Janet</u>: 96 days of cash on hand. Because our enrollment was below what was anticipated, we will experience a drop in funding, so the new revised budget will not be able to be shown. We do not expect any issues. We've received a grant for All Day Kindergarten Program, which is \$92,000 more than we expected. We have not received the final printing of the audit and have not been made aware of any findings. Janet opened it up to questions, which no questions were asked about the budget.</p> <p><u>Dave</u>: He spoke to the auditors, as part of their due diligence, they do not have any concerns so far, and they are finishing up their report.</p> <p>Rich: Every year about this time, the state requires the board members to sign Conflict of Interest form. Janet will be sending this out for the members to fill out and send back to her. Conflict of Interest – most on the board are parents, but that is not a conflict. What it is regarding to is things that are not known to other board members. If you have a brother that works in construction and the school is constructing a new wing, that information needs to be disclosed up front so that the chair person can recuse you. You need to be transparent. It is okay to have conflict of interest, but it has to be disclosed.</p>
Land Trust	<p><u>Tammi</u>: Does not have anything to update from the discussion from the previous meeting. Tammi will have more information that she will be sending out. If we do move forward, it won't be until next year.</p> <p><u>Dave</u>: Asks if we can be reminded to put the discussion on the agenda next month or for January.</p> <p><u>Tammi</u>: She says that we touch on Land Trust every month anyway.</p>
Student Recruitment Outreach	<u>Sheena</u> : We only had 322 on count date. We need to start this back up in February.
School Report:	<p><u>Sheena</u>: Still good with Covid. We do expect to see something. We've had sickness in the school, but it has been flu and other sickness.</p> <p>We had 322 for count date, and we are at 325 right now. Any increase is good for us.</p> <p><u>Semmi-Lu</u>: (4-8 instructional coach for teachers and interventionist for students) Excited to share what they've been doing with the students. In our professional learning communities, this is when teachers get together for one hour every week, we share what is going on in our classroom and most importantly, we collect data on our students. I want to share with you data we collect on our target students. Target students are students who are on the cusp of reaching proficiency. I've blackened out</p>
School Report, cont...	

the students names for privacy. We give them short term assessments and then we track their data to make sure they are on target. If you see green, they are within the proficiency zones. Our big goal is for them to score proficient in the state test, RISE which will happen on last week of April and the month of May. We look at what they scored the lowest in and what we can do to intervene or what small groups we can pull to make sure that our students are on track for proficiency. This is the 3-5th Target students. For 6-8th, we just took the RISE benchmark, which is a predictor of how students will do at the end of the year test. We took the first one before fall break. Out of 10 questions, which questions did the best and worst on and we calculated the percentage. Our next steps are to figure out what we can do as teachers to make sure that our students are meeting those goals. K-2 – The regular general education classes are called Tier 1. What Whitney and I do is pull students outside of the classroom and work with them using a different curriculum because they were not mastering the standards in the general classroom. We have 45-50 instructional minutes, four times a week to drill down and explicitly teach the standards that they are missing. Whitney and I work with students that are 3 or more grade levels behind. This is a 2nd grade curriculum that we are using and you can see we have some 3rd, 4th, 5th and 6th graders that we have been monitoring their progress weekly. Red means they haven't made sufficient progress, yellow means they are getting there, and this student made proficiency and so that means we will put them in the next level. We will see a lot of growth. We just met with two ladies from the state and they were excited about the work that we've been doing. Our teachers are more focused and more intentional about making sure even our vulnerable populations that we are reaching them and pushing them toward progress.

Dave: You pull these students out and work with them one on one?

Semmi-Lu: In small groups, 6-7 students.

Sheena: As we shared before, one of the things we work on is that we have enough personnel in every area to support these kids in learning. With our 38 kids in Kindergarten and the OEK grant that we got the \$92,000. Looking at supporting the teacher with 2 additional paras. Need board approval on hire additional staff. Also would like to apply for the P-EBT grant that allows a person to reach out to families for internet, food, rent.

Dave: P-EBT grant question, will not hire until we get funds, correct? Sheena: Correct.

Dave: And those funds if received would be to hire this person to help the families with items, rent, and internet? Sheena: Yes

Dave: Do they have policies and procedures that would allow this person to make financial decisions? Sheena: No, they don't determine anything; they just help with getting that info to the families. They will also help with free/reduced lunch applications.

Tammi: Kids that receive free/reduced lunch, is that automatic?

Sheena: No, they have to fill out the free/reduced lunch application to get them.

Spenser: Is that two different grants or the same grant?

Sheena: The OEK and the P-EBT are two different grants.

Dave: I make the motion that we approve the hiring of the two additional staff, two paraprofessionals under the OEK grant and if the P-EBT is received, we approve moving forward with that hire there. Tammi 2nds. Motion is approved by all.

Sheena: Salt Lake District has an Asynchronous learning, for one day the students go home with packets while the teachers stay and are trained in LETRS. K-3 teachers need training in LETRS and we'd also like to do an Asynchronous learning day on November 23rd. Tammi makes a motion to accept the Asynchronous learning day on November 23rd. Kelly 2nds. Motion is approved. Tammi asks how many times we'd need to do this. Sheena says we may need to do it a few times in the year.

Sheena: Valerie and Blake will be presenting, but I wanted to set the stage. We've been having a few issues around our school. Unable to capture moment on camera, parents who have had their cars broken into, shooting in the neighborhood, that we couldn't help the police with that. Verkada has brought to our attention a new security system and it will help with all of these issues, also with Covid, which I would use the ESSR funds to fund this if it gets approved, almost \$33,000.

Valerie: We would like to deliver a safer school. We have a few challenges with our current system. It's really hard to see, it's not clear, and it takes a long time. It's really expensive, but I think as a school it will save time and money, as well as keeping our

kids safe. Northwest entry, of the parking lot, limited view. Village is black and white and cannot see details of the system. We can only access this on a computer, which it's an archaic system. Verkada has this new surveillance and video where you can see a lot of detail, show a search for people in a specific color of clothing. Looks like it will be 36,000 which include a 10 year warranty, a 5 year service for the cameras, and all these new cameras. Any questions? Spencer: Do we know what we are spending currently on our camera system? Are we doing a yearly subscription based or is it all purely in house with the equipment we already have? Sheena: We are paying about \$40 a month. Spencer: Based under their cloud service, is that them monitoring or staff monitoring? Sheena: Staff monitors. Spencer: I'm just worried about the \$13,000 ticket for 5 years for using their software. Blake: License is there, what you buy is what you get. In that time of purchase, worried about retention costs, line item takes care of everything you need, new cameras, new features, they will continue to make adjustments. Warrantee on equipment as well as software: Janet: Current system gives cards to employees to open the doors when they are locked. Does this bid include something like this? Blake: This does. Valerie: And it can be opened remotely. Sheena: Last couple of months we've received alerts, where Val's had to go down to the school to check on them. She'll be able to check them on her phone. It's very time efficient. What we've got currently is a time thief, where we've had to sit there for hours and hours just to do an investigation should anything happen. Vaping investigation was a three day task. We needed something like this. Subscription yearly comes to what Blake? Blake: It is about \$2200 per year Spencer: \$2600 a year, \$216 per month Blake: 70% of customers are schools, because of our feature sets. Saves time, access cards making it simple and see who is badging in. Dave: How long have you been in business? Blake: 6 years Spencer: How well do your cameras work with facial recognition? Blake: We don't use facial recognition, we use facial detection. We don't tie into any outside databases. We can detect pixels and say that it's similar to this other camera's pixels, but we're not doing a full face analyzation or retinal scanning. Spencer: So I assume we into the realm of facial recognition systems and the ethnic minorities, not an issue in this case? Sheena: Verkada is a State approved product, we didn't have to do the 3 bids. Spencer: After the 5 year, does that automatically renew or do we need to reassess for the next stage? Blake: That would be the only piece that would go through. Once you purchase the cameras, that is done. We would reach out for renewal and let you know it's coming up. Dave: Does your company do the installation? Blake: We have a local company we partner with called Pine Cove do the installation, who have done a lot of schools in the area. Spencer: How does this affect our financials? Sheena: We can work into it. We have the PPP and the ESSR, I think we will be okay. Diana: When the subscription is done and the 10 year warrantee is up, you got to renew the license, what happens with those cameras that were already purchased and they start malfunctioning, do you have to buy all new cameras again? Blake: Absolutely not, those cameras will continue to work, the only thing you'll need to renew is that license that provides access to the platform and any new features that have come out. Diana: So when the license renews, will the warrantee continue? Blake: Correct. Kelly: Believing Sheena that we don't need any other bids, I think it's wise to look at other companies to see what they offer. Tammi: Are you bringing the school in on an introductory price and then when we renew, will the renewal cost be more? Blake: It will be the same cost. Tammi: How many cameras are we talking about replacing? Valerie: 24. We have 20 right now and need 2 in the parking lot, one in the Multipurpose room and one more someplace else. Tammi: It is replacing 20 and adding 4 new. Janet: How long is the bid good for? Blake: Until mid November. Tammi: Would this bid take us to next board meeting to look at other systems? Can we table this discussion until next board meeting? Sheena: We can. Tammi: How long does the installation take? Blake: 3 days to a week for install. Spencer: How long do the cameras take to order? Blake: 2 weeks, but it can get crazy and can experience a shortage and can take longer. Dave: Question of security, not being there and not knowing what is going on in the area. How urgent do we need it? Sheena: Have had shootings in the area, and need to have something quick. I feel like it's urgent. Diana: Incidents that have occurred, does this system automatically lock the doors to secure the students and staff inside? Sheena: No, we do that anyway, it just gives us visibility outside and inside our school. With the current security system, we cannot see them. With this one, we would be able to see where they are, where they are moving and be able to be in communication with

	<p>first responders and deter things, should it happen in our school. Diana: Would this new system automatically lock the doors and alert the school to hide? Blake: You can put the school on lockdown from your phone. If you have the person's face, it will alert you that person is in the vicinity. Contact tracing is also used by the system. Rich: Many schools are using the federal money because of the contact tracing. Tammi: Good discussion and she appreciates the time that has gone into this. Dave: Safety is a top priority. The question to the board is do we feel comfortable going forward or do we need to ask the school to do more research? Spencer: Was against it at first, but now that he knows about current system and ordering times is longer and longer. Kelly: I have found a few other companies that we can look into. I think we should take some time to research, and I will help. Diana: Can bid be extended? Blake: Yes, I think we can make that work. Dave: November 18th is the next board meeting, so we should table this to research other companies and get bids for the next board meeting to review. Sheena: I do feel the sense of urgency, but I do not have time to hear bids from other companies, so if you can look through those, and listen to Verkada, as well, I would appreciate it. Spencer: I would like to view the bids, as well. Rich: There is no need to RFP, the Utah state has already done the work for you and I can send you 10 companies without having to do any RFP because they are state contracts. Dave: Let's start there. We can do an interim meeting in a week or two if we have enough information. Tammi: Can you give us a time frame? Kelly: I think it's enough time by the next board meeting. Spencer: Rich, the companies on your list, are they local? Rich: 10 different vendors that operate in Salt Lake county. Dave: They should be able to respond by Nov 3rd. Kelly: The amount of work that needs to go into this, it is not going to be a two week process. Dave: I say we give until Nov 4th, get the proposals out to the rest of the board and meet the next week. Kelly: Have a pre-meeting with a few board members. Kelly, Spencer, and Tammi will be on that subcommittee and have the proposals go out to the rest of the board by Nov 4th. Tabled until next time.</p>
Next Board Meeting	November 18 th , interim meeting possible
Meeting Adjourned	