

# Pacific Heritage Academy Board Minutes

April 16th, 2020, 5:30pm

Zoom Meeting 756-3757-6801

Agenda Item	Minutes
<b>Call to Order/ Roll Call:</b> <b>Charlie Rudd</b>	<b>Present:</b> Tammi Sumsion, Charlie Rudd, Sina Su’esu’e, Mel Butler, Tina Fagasau <b>Excused Absences:</b> Mele Hansen, Gary Sillito
<b>Approval of Minutes:</b> <b>Charlie Rudd</b> <b>March 30, 2020</b>	Tammi Sumsion asked if the previous minutes, 3/30/2020 stated the date and time for Land Trust Approval. Suggested to change in minutes because there was not a date and time for Land Trust approval. Mel Butler was Gary Butler, correct spelling of Gary’s last name: Sillito. Minutes were unanimously approved by the Board.
<b>Public Comment</b>	None
<b>Finance Committee:</b> <b>Mel Butler</b>	Cash on hand; 54 days. Janet Stice: State did not approve federal funds until February; hoping that will increase cash flow. \$40,000 was budgeted, but the school used \$48,920 for repair and maintenance. \$13,000 will be returned to the school from the insurance company. Working on the budget for next year, and shooting for 400 students. Finance committee was informed that the WPU will be going up 6 percent; but not sure if that is going to happen now, and will budget as though it is not going to happen; the preliminary budget is very conservative. Per Richard, Preliminary Budget for FY t is usually approved by June, but is now extended to August 15th, 2020. Richard suggested passing the budget in June and sticking with the original plan for the Preliminary Budget, adjustments can always be added if needed.
<b>Land Trust: Tammi Sumsion</b>	The way the Land Trust is currently written won’t be approved by the state. Karen Rudd and Sheena have been working on rewording it to show student achievement. Goal 3 was written to increase civic character skills in student leadership groups to build school pride; making good choices in school and throughout the community. Karen Rudd wants to re-write it to increase the proficiency in both ELA and Math by 3 percent, through K to 3 Arcadia, 4 to 8 by 360 by end of the year 2020/21; establishing the norms for school wide goal setting, as well as training teachers in goal setting with students. Putting a percentage and academic goal. Salary is still the same. <b>Motion to approve changes on Goal #3 on Land Trust 2020/21 was approved and passed unanimously by the Board.</b>
<b>Administration: Director Sheena Alaiasa</b> <ul style="list-style-type: none"> <li>● <b>COVID 19 Disaster Funds</b></li> <li>● <b>SCSB Certification</b></li> <li>● <b>School dismissal until the end of the year.</b></li> </ul>	Current enrollment is 359. Doing well in finances. With COVID 19; money is coming into school, but needs to be spent. COVID Disaster Funds: every school is supposed to do this: compensations for employees. Making sure that the federal funds are used appropriately; according to the time that is worked by the employee. Fund cannot pay over the allotted amount, but can be paid below allotted amount. Employees now have hours summaries of what they did throughout the work week. Richard further explained that Utah Governor along with School Superintendent informed the state that school staff are still getting paid the same hours, during COVID 19, but many of PHA employees are being paid from Restricted Funds, and hence the summaries to justify hours worked. Per Sheena, parents have expressed the challenges they are facing while having students at home. PHA staff have systems in place that will allow them to keep up with students with their school work. PHA staff are calling them, following up on them with social distancing practices, and still maintaining that connection with the families as well. Facebook PR is getting better; especially with updating families. <b>The motion to approve and pass the Disaster Fund Policy was done unanimously by the Board.</b> Gov Herbert and the Superintendent announced that schools will stay until closure state until the end of the school year. End of the school year for PHA is June 2nd, and June 4th for the teachers. Teachers are doing their best to balance their online teaching. PHA Staff have also created How Tos: pick up lunches, laptops, do a Zoom meeting, and others. Staff are currently working on grading; and possible using the Pass / Fail system; also IEPs are being met, and students falling behind; just making sure that all students are up to par and being taken care of. Sheena and Ele are also doing care packages for teachers for their effort in keeping up with students. Sheena says that Summer School will start right away as soon as COVID 19 clears, but have already planned.
<b>Adjourn:</b>	Next meeting will be May 21, 2020.