

**John Hancock Charter School Board Meeting Minutes**  
**(General Session)**  
24 August 2023

Location: John Hancock Charter School, Pleasant Grove, Utah

Time: 7:00 P.M.–8:00 P.M.

Attendees: Wendy Morgan, Kyle Tippetts, Allison Clinger, Melissa Heppler, McKay Ballard, and Joe Spencer (Others: Julie Adamic and Craig Frank)

**Proceedings**

- Finance update: Craig Frank discussed bank balances. Board reviewed budget.
- Craig Frank left the meeting.
- Allison Clinger moved to approve the 20 July 2023 minutes. Kyle Tippetts seconded. Unanimously approved.
- Julie Adamic reviewed CIPA compliance with the board.
- Julie Adamic reviewed the updated Responsible Technology Use Policy with the board.
- McKay Ballard joined the meeting.
- Allison Clinger moved to approve the updated Responsible Technology Use Policy. Melissa Heppler seconded. Unanimously approved.
- Julie Adamic reviewed the Electronic Device User Agreement for Board Members Policy with the board. Allison Clinger moved to approve the Electronic Device User Agreement for Board Members Policy as presented. Kyle Tippetts seconded. Unanimously approved.
- Some teachers need LEA Site Specific Licenses as they complete training/certification. No concerns with any of the individuals on the list. Kyle Tippetts moved to approve the LEA site specific licenses for all of the candidates presented. Joe Spencer seconded. Unanimously approved.
- Melissa Heppler left the meeting.
- Directors update: J
  - Julie reviewed the enrollment numbers for PG and EM campuses: 181 and 767, respectively. Our openings are sixth through eighth. PG is full.

- Marketing: September 9 farmers' market; September 22 is ribbon cutting; doing Facebook and Instagram ads; bring-a-friend-to-school day for upper grades. Hoping for 800 by October 1.
- Parent engagement: Recruiting parent volunteers for carnivals
- Academic: completing math placement at both campuses; have done math assessments. EM is low. Dibels window opening soon.
- Allison Clinger moved to enter executive session. Kyle Tippetts seconded. Unanimously approved.
- Board entered executive session.
- Board reentered general session.
- Allison Clinger moved to adjourn. Kyle Tippetts seconded. Unanimously approved.

## EXECUTIVE SESSION

- ESSER funding: ERC Specialist, the company that helped us acquire this money, wants us to settle with IRS, who's seeking a refund, in the amount of \$238k. ERC would pay \$160k. We would be on the hook for the difference, \$80k. Julie and Craig to reach out to attorneys and other schools that received that funding as next steps.
- Julie is ready to make an offer on the two EM lots. Joe will assist Julie with submitting the offer.
- Still getting quotes on the PG roof, which is starting to cave in. Bid at \$120k. We have 30 leaks. Julie is working to get two more bids. Hoping a patch will work for a couple of months.
- Joe Spencer moved to reenter general session. Kyle Tippetts seconded. Unanimously approved.