

**John Hancock Charter School Board Meeting Minutes
(General Session)
19 June 2024**

Location: John Hancock Charter School, 210 N. 100 E. Pleasant Grove, Utah

Time: 7:00 P.M.–9:00 P.M.

Attendees: Kim Frank, McKay Ballard, Melissa Heppler, Allison Clinger, Wendy Morgan, Kyle Tippetts, Joe Spencer, Jolene Romero (Others: Julie Adamic, David Adamic, Craig Frank, Heather Lamb, Mr. Morgan, Irene Summers, Michael Payton, Misty Defarias, Delaney Bigler, Heather Lamb, Amanda Whitford)

Proceedings: General Session

- Call to order by Chair Frank.
- Wendy Morgan moved to enter executive session. Joe Spencer seconded. Unanimously approved.
- The board returned to general session.
- Allison Clinger moved to approve the 15 May 2024 minutes. Wendy Morgan seconded. Unanimously approved.
- The board acknowledged receiving and reviewing the executive report sent by Julie Adamic earlier via email.
- Public comments: None
- David Adamic presented for board consideration an expenditure for ballistic glass services and products. The cost is approximately \$230k for safety laminate for windows/doors at EM and PG campuses. To be approved when the budget is approved.
- Finance Committee Report: Craig Frank shared bank balances. Gave FY24 monthly update and a general financial report. Craig presented for consideration the FY24 budget for state submission. Allison Clinger moved to accept the adjusted budget as an amendment to the FY24 budget. Jolene Romero seconded. Unanimously approved.
- Craig Frank presented for board consideration the proposed FY 25 budget, reviewing and explaining various line items. Kyle Tippetts moved to approve the proposed FY 25 budget as discussed. Allison Clinger seconded. Unanimously approved.

- Kyle Tippetts moved to approve Wendy Morgan, Jolene Romero, and McKay Ballard as members of the audit committee. Allison Clinger seconded. Unanimously approved.
- The JHCS fraud risk assessment was included in the executive report sent earlier by Julie to the board. Craig Frank reported the findings. Moved to accept the JHCS 2024 fraud risk assessment. Melissa Heppler seconded. Unanimously approved.
- Julie Adamic presented for board consideration that we do not use a mental health screener for the 2024-25 school year. Joe Spencer moved that we not use a mental health screener. Kyle Tippetts seconded. Unanimously approved.
- The enrollment report was sent in the executive report sent earlier by Julie Adamic via email.
- Presented for board consideration is a board building officer, who would work with Craig in an advisory position. Kyle Tippetts volunteered. Moved to appoint Kyle Tippetts as our board building officer. Joe Spencer seconded. Unanimously approved.
- David Adamic presented for board consideration and adoption an Emergency Response Plan policy. The board reviewed the plan. Joe Spencer moved to approve the Emergency Response Plan policy. McKay Ballard seconded. Unanimously approved.
- PG facility discussion presented by David Adamic. Things that need to be repaired/replaced: roof (90k), carpet (40k), and boiler (35k). Julie proposed that we table the discussion till our fall retreat.
- The updated Admissions and Enrollment Policy was presented for board review and approval. Allison Clinger moved to approve the updated Admissions and Enrollment Policy. Melissa Heppler seconded. Unanimously approved.
- Kyle Tippetts moved to close general session and reenter executive session. Joe Spencer seconded. Unanimously approved.
- Board reentered general session.
- Allison Clinger moved to adjourn. Wendy Morgan seconded. Unanimously approved.