



MEETING MINUTES  
Karl G. Maeser Preparatory Academy  
Public Board Meeting  
August 8th, 2023  
7:00 PM

**OPEN SESSION**

Start Time: 7:07 pm

End Time: 9:34 pm

Members Present: Sandra Russell, Steve Whitehouse, Paul Bingham, Joanna Larsen,

Members Absent: Cynthia Shumway, Jason Dodge

Staff Present: Ted Gilbert, Jared Norris, Casey Holmes, Natalie Gerber

Public:

Sandra Russell called the meeting to order at 7:07pm

**BOARD BUSINESS**

- It was determined that a quorum was present.
- The pledge of allegiance was recited.
- **MOTION:** JoAnna Larsen moved to approve minutes from June 6th, 2023. Steve Whitehouse seconded. The motion passed. Paul Bingham abstained.
- Next meeting will be held on September 12th, 2023.

**DIRECTORS REPORT-Ted Gilbert**

- Employee Handbook has been updated with updated policies and procedures that have previously been approved.
- JoAnna Larsen and Darcy Call conducted a safety check of the school. They noted we need more cameras in some blind spots in the school. Detailed report to come. Overall, the safety report was positive.

**DISCUSSION & APPROVAL**

- Darcy Call gave a more detailed report of the security camera issue as mentioned in the directors report. She also suggested a change to be made to large glass windows/doors for the front office staff in the case of an active shooter. The board agreed on the safety suggestions. Jared Norris stated we are planning to apply for a safety grant to help offset some of the cost to update and improve some of the safety concerns.
- Policy 3306 Student Travel. The policy was discussed and voting was tabled until the next board meeting.
- Policy 6406 Employee Dress Code. **MOTION:** Steve Whitehouse moved to approve Policy 6406. JoAnna Larsen seconded the motion. The motion passed unanimously.
- Policy 3206 Academic Integrity. **MOTION:** Steve Whitehouse moved to approve Policy 3206 as discussed and amended. Paul Bingham seconded the motion. The motion passed unanimously.

- Policy 3107 Volunteers. **MOTION:** Steve Whitehouse moved to approve Policy 3107 as discussed. JoAnna Larsen seconded the motion. The motion passed unanimously.
- Remaining policies were tabled.
- Jared Norris, Athletic Director, proposed a change to the middle school coaching stipend from \$500/ head coach per sport to \$750/head coach effective immediately and to accommodate the increased coaching stipend, an increase of \$20 to the middle school sport fee will need to be assessed. **MOTION:** Paul Bingham moved to increase the coaching stipend as discussed. The fee change will be voted at the next meeting. Steve Whitehouse seconded the motion. The motion passed unanimously.
- Jared also proposed to give a \$800/year stipend to be split among Mock Trial Coaches per year. **MOTION:** Paul Bingham moved to approve the suggested stipend for Mock Trial Coaches. Joanna Larsen seconded the motion. The motion passed unanimously.
- **MOTION:** Joanna Larsen moved to approve the opening of a Charles Schwab Money Market Account. Paul Bingham seconded the motion. The motion passed unanimously.
- **MOTION:** Steve Whitehouse moved to ratify the following new hires: Jannette Steiner (Student Services/504 Team), Kori Harring and Molly Campbell (Paraprofessionals in SPED). JoAnna Larsen seconded the motion. The motion passed unanimously.

#### BUDGET – Steve Whitehouse & Casey Holmes

- Casey gave an update on the overall budget. We are one month into the fiscal year.

#### FACILITIES-Jason Dodge

- Natalie Gerber joined the meeting to make some recommendations to rearrange instrument space from the Orchestra classes to make those accommodations possible for a video/studio space for Print Comm. **MOTION:** Paul Bingham moved to approve the proposal of modification of space to accommodate Print Comms wishes. Joanna Larsen seconded the motion. The motion passed unanimously.

#### WINTERIM-Sandra Russell

- Some of the teachers received some grant money to help with their winterims this year.

#### FUNDRAISING-JoAnna Larsen

- JoAnna let us know we have had money donated for the batting cages. She is so grateful for community effort and all the materials donated.

#### CURRICULUM – Ted Gilbert & Dustin Simmons

- The French class has enrolled 29 students; to capacity.

**MOTION:** Steve Whitehouse moved to adjourn. The motion passed unanimously.

Without objection, the meeting was adjourned.

**Note:** A copy of related materials and an audio recording of the meeting can be found at:

Approved 9/12/23

Recording: [https://drive.google.com/drive/u/1/folders/1W7yr2J5HWYSOx8M\\_qDh0rolqt0rqLrvC](https://drive.google.com/drive/u/1/folders/1W7yr2J5HWYSOx8M_qDh0rolqt0rqLrvC)

Minutes: <https://maeserprep.org/board-meeting-minutes/>

Materials: [https://drive.google.com/drive/u/1/folders/1Jr171eZmpdtjBIEQp6Syt\\_hXzkZF0cZm](https://drive.google.com/drive/u/1/folders/1Jr171eZmpdtjBIEQp6Syt_hXzkZF0cZm)