



MEETING MINUTES  
Karl G. Maeser Preparatory Academy  
Public Board Meeting  
October 10th, 2023  
7:00 PM

**OPEN SESSION**

Start Time: 7:05 pm

End Time: 9:43 pm

Members Present: Cynthia Shumway, Jason Dodge, Sandra Russell, Steve Whitehouse

Members Absent: Paul Bingham, Joanna Larsen

Staff Present: Ted Gilbert, Casey Holmes, Ashley Fosse (public comment), Michelle Treadwell

Public:

Cynthia Shumway called the meeting to order at 7:05 pm

**BOARD BUSINESS**

- It was determined that a quorum was present.
- The pledge of allegiance was recited.
- **MOTION:** Sandra Russell moved to approve minutes from September 12th, 2023. Steve Whitehouse seconded. The motion passed unanimously.
- Next meeting will be held on November 14th, 2023.

**PUBLIC COMMENT-**

- Ashley Fosse: Ashley recommended an idea for faculty without kids to be able to earn a “referral ticket” to give a referral for a student outside of their immediate family to be able to come to Maeser on the priority list.
  - Cynthia and Steve responded that they believe this is legislatively dictated but would do some more investigative work to find out.

**DIRECTORS REPORT-Ted Gilbert**

- The school had a Follow the Flag assembly that went well.
- There was also a substance abuse prevention assembly that the administration felt was very informational and impactful.
- First quarter wraps up this week.
- Our Shakespeare teams did very well at the Shakespeare Festival.

**DISCUSSION & APPROVAL**

- Board training was tabled
- LEA Training: Board members were asked to watch the online training and record their completion.

- Winterim Budget- **MOTION:** Steve Whitehouse moved to give provisional approval to allow travel winterims to begin booking travel and accommodations. Sandra Russell seconded. The motion passed unanimously.
- New Bank Account- **MOTION:** Sandra Russell moved to proceed with the resolution to deposit money into Mountain America Credit Union. Jason Dodge seconded the motion. The motion passed unanimously.
- **MOTION:** Sandra Russell moved to approve the allowance of Steve, Ted, and Cynthia to negotiate with someone to assist in finding candidates for the open counseling position. Jason Dodge seconded the motion. The motion passed unanimously.
- Fee Schedule- Michelle was present to present updates to the Fee Schedule. **MOTION:** Jason Dodge moved to approve the Fee Schedule as amended and presented. Sandra Russell seconded the motion. The motion passed unanimously.
- Videra Health-this is a software that the counseling department could use to keep track of their visits with students, keep track of notes, and communicate with students and parents. It is FERPA compliant as well. Cynthia brought up the concern of liability in regards to potential hacking and would like to see contractually is in place. **MOTION:** Steve Whitehouse moved to appoint a board officer to sign an agreement with Videra Health and with the assurance that there will be discussion regarding liability of privacy and at no cost to the school. Jason Dodge seconded the motion. The motion passed unanimously.
- Print Comm-They have a \$14,000 balance in their Jostens account. Casey and Ted have been added to the Jostens account as well. In discussion the Print Comm teachers and board agreed that the balance will be used to upkeep equipment used in Print Comm. **MOTION:** Jason Dodge moved to allow the Print Comm team to purchase updated equipment with a budget not to exceed what is available in their jostens account. Steve Whitehouse seconded the motion. The motion passed unanimously.

#### BUDGET – Steve Whitehouse & Casey Holmes

- Funding for TSSA Grant- Ted presented the 23-24 TSSA Plan Draft to present how TSSA Grant will be used. **MOTION:** Sandra Russell moved to approve the TSSA Plan as discussed. Steve Whitehouse seconded the motion. The motion passed unanimously.

#### FACILITIES-Jason Dodge

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#### WINTERIM-Sandra Russell

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#### FUNDRAISING-JoAnna Larsen

- Two large donations have been made to the baseball team and to the drama team.
- There are several donations that are currently in the queue.

#### CURRICULUM – Ted Gilbert

- **MOTION:** Sandra Russell moved to approve the Fall Drama Production, Puffs, and Spring Drama Production, Joseph and the Amazing Technicolor Dreamcoat. Steve Whitehouse seconded the motion. The motion passed unanimously.
- **MOTION:** Steve Whitehouse moved to approve the proposed text to AP US History curriculum: [\*The West: A New History Vol. II\*](#) by Anthony Grafton and David Bell. Sandra Russell seconded the motion. The motion passed unanimously.
- **MOTION:** Sandra Russell moved to approve the proposed texts for PS3 curriculum: Real Lessons for Real Life by Patrice McKinney & The Big Book of Adulting Life Skills for Teens by Emily Carter. Jason Dodge seconded the motion. The motion passed unanimously.
- Mental Health Screening-This will be used to help collect data to report back on how the mental health grant is being used. This is an “opt in” screening, meaning this screening is offered to students if parents agree to their students being screened. It can be used as a preventative measure. **MOTION:** Sandra Russell moved to approve the use of the screening tools (SOS Signs of Suicide & GAD-7) as presented and amended. Steve Whitehouse seconded the motion. The motion passed unanimously.

**MOTION:** Steve Whitehouse moved to move to closed session for the discussion of personnel facilities and information pursuant to Utah Code Subsection 52-4-205(1)(a), (1)(f), or (2). Sandra Russell seconded.

Roll Call Vote: Sandra (aye), Steve (aye), Jason (aye), Cynthia (aye).

#### CLOSED SESSION

Start Time: 9:01 pm

End Time: 9:42 pm

**MOTION:** Steve Whitehouse moved to return back into open session. Sandra Russell seconded. The motion passed unanimously.

#### OPEN SESSION

Start Time: 9:43 pm

End Time: 9:43pm

**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:

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/1Jr17IeZmpdtjBIEQp6Syt\\_hXzkZF0cZm](https://drive.google.com/drive/u/1/folders/1Jr17IeZmpdtjBIEQp6Syt_hXzkZF0cZm)