

**City Academy Board of Trustees**  
**Meeting Minutes**  
**Wednesday, August 5, 2020**

**Members Present:** Stephen Foxley, Mary Glauser, Walker Kennedy,

**Staff Present:** Ram Prasad Boppana, Gareth Orr, Sonia Woodbury

**Excused:** Erik Bengtzen, Larry Hintze, Nathan Seim, Kelle Smart, Taylor Woodbury

**Welcome:** Walker opened the meeting online at 4:15 p.m. This was a call-in virtual meeting. The information for how to call into the meeting was posted on the Utah Public Meeting website.

**Public Comment:** Teachers and staff in attendance – Jan Shepherd (Back Office), Amanda Disberger (Science), Kayla Sudweeks (Art), Jo Bradbury (Art), Dennis Pedersen (Computer Science, Physics), Hana Jabr (English), Roger Quinonez (Math), John Murphy (English).

**Paid Leave Policy:** Board members discussed the Families First Coronavirus Response Act (FFCRA) provisions and proposed that City Academy adopt those provisions. This will be voted on for approval at the Board meeting next week.

**Action Step:** Sonia will circulate a copy of the proposed City Academy Paid Leave policy.

**Quarantine:** Walker is communicating with our representative from the Utah Health Department and with USBE folks. This is still ongoing. Walker expressed concern with following the modified quarantine rules in the new manual. Steve asked Walker to clarify whether we will be notified of any students who are at school under modified quarantine so we are able to restrict extra-curricular activity as per the new manual.

Gareth raised concern about the new narrow definition of contact tracing as well as the modified quarantine rules. Those conditions make teachers feel unsafe. He also noted that City Academy is prepared to be very fluid with moving in and out of in-person learning when needed if the school is required to close for a period of time.

Steve reminded us that the ultimate goal of our policies is to safely keep schools open. Allowing modified quarantine appears to run contrary to that. He proposed that at City Academy all faculty, staff, and students who are contacted by the state and asked to quarantine, who have taken a test and are awaiting results, or who have been exposed in a way that they should be quarantining will not come to school for 14 days. Mary noted the importance of asking anyone who has tested and is awaiting results to stay home during the wait period so that we help avoid exposure.

**Action Step:** Steve will write proposed language for the quarantine policy and forward it to the Board for consideration for approval at the Board meeting next week.

**Graduation:** Sonia explained a change in graduation plans for this Saturday to a drive up ceremony where each senior and their family has a time slot beginning at 10:00 AM.

**Adjournment:** No quorum present.

Meeting adjourned at 5:05 p.m.

DATED the 5<sup>th</sup> day of August, 2020 CITY ACADEMY BOARD OF TRUSTEES

By: Sonia Woodbury

APPROVED the 16<sup>th</sup> day of September, 2020 CITY ACADEMY BOARD OF TRUSTEES

For audio file of meeting minutes click [here](#)

**City Academy Board of Trustees**  
**Meeting Minutes**  
**Wednesday, August 12, 2020**

**Members Present:** Erik Bengtzen, Stephen Foxley, Mary Glauser, Walker Kennedy, Taylor Woodbury

**Voted via email in absentia:** Larry Hintze

**Staff Present:** Gareth Orr, Sonia Woodbury

**Excused:** Nathan Seim, Kelle Smart, Ram Prasad Boppana

**Welcome:** Walker opened the meeting online at 4:18 p.m. This was a call-in virtual meeting. The information for how to call into the meeting was posted on the Utah Public Meeting website.

**Public Comment:** Teachers and staff in attendance – Amanda Disberger (Science), Kayla Sudweeks (Art), Jo Bradbury (Art), Dennis Pedersen (Computer Science, Physics), Hana Jabr (English), Lillian Scoville (Math), John Murphy (English), Jan Shepherd (Back Office), Deanna Billings (Special Education), Crystal Boteju (Office Manager), Shannon Richards-Gebbia (SpEd Paraeducator), Heather Wood (Social Studies).

**Thank you to Walker and Mary** for representing the Board at our Graduation Ceremony Saturday. They shared that the drive-up ceremony was well attended by family members and went very well.

**Questions/Concerns from faculty and staff present at the meeting.**

- Question about classroom level exposure and what would prompt closing the school.

The Board and teachers discussed where the threshold should be for using classroom level exposure as a gauge for quarantine and/or closing the building. The Board stressed following state guidelines in the new manual, those appear to be reasonable and research-based guidelines. We do not want to be more restrictive than that.

- Gareth, and on behalf of teachers, thanked the Board for supporting policy to continue to pay teachers even if they are quarantining for 14 days as long as they are able to continue to work from home.

- The Board and teachers discussed policy concerning notifying parents about illness among the students or employees of the school. Important issues were privacy and avoiding “virus shaming”, and the need to disseminate accurate information while not unduly concerning parents. An example of a notification might be, “A 7<sup>th</sup> grader went home today for being ill. Please monitor your student. You are not being asked to quarantine at this time.”

- The Board discussed a proposal to use an opt-in option for notification.

- The Board discussed accommodating teacher concerns for quarantine needs on a case by case basis.

**Action Step:** Next week the Board will discuss language for a “General Health Information Opt-In Program” describing how City Academy will inform students, parents, and employees of general health information from the school. This program will have a sunset provision to coincide with decline in pandemic concerns.

**Action Step:** Next week the Board will discuss a process for how teachers may request consideration of accommodations based on their individual health or family concerns.

**Exposure/Quarantine/Isolation procedures:** Steve made a motion to approve the City Academy COVID-19 Exposure, Quarantine, and Isolation Policy as presented, Erik seconded, and all were in favor.

**Paid Leave Policy:** Steve made a motion to approve the City Academy Paid Leave Policy as presented, Taylor seconded, and all were in favor.

**Adjournment:** Meeting adjourned at 5:19 p.m.

DATED the 12<sup>th</sup> day of August, 2020 CITY ACADEMY BOARD OF TRUSTEES

By: Sonia Woodbury

APPROVED the 19<sup>th</sup> day of August, 2020 CITY ACADEMY BOARD OF TRUSTEES

For audio file of meeting minutes click [here](#)

**City Academy Board of Trustees  
Meeting Minutes  
Wednesday, August 19, 2020**

**Members Present:** Erik Bengtzen, Stephen Foxley, Mary Glauser, Larry Hintze, Walker Kennedy, Kelle Smart, Taylor Woodbury

**Staff Present:** Gareth Orr, Sonia Woodbury, Ram Prasad Boppana

**Excused:** Nathan Seim

**Welcome:** Walker opened the meeting online at 4:20 p.m. This was a call-in virtual meeting. The information for how to call into the meeting was posted on the Utah Public Meeting website.

**Public Comment:** none

**1. Discuss and approve language for an opt-in notification program. Proposed language from Steve:**

"For the 2020-2021 School Year, a City Academy parent, faculty member or staff may elect to receive the following notification from City Academy:

**On [INSERT DATE], one or more City Academy students, faculty or staff was excused from the City Academy campus for exhibiting symptoms of illness. As always, we remind you to watch for symptoms of illness and to follow state and local healthcare guidelines on how to limit the spread of communicable disease.**

**This policy will sunset on June 30, 2021." Questions/Concerns from faculty and staff present at the meeting.**

The Board discussed the opt-in notification process. The Board felt it will be important to explain that this is one of the extra measures we are taking to just keep people informed whenever someone goes home sick. It is not an alert that some has COVID-19.

Steve reported that the Health Dept is setting turn-around times of 18-hours for testing results for schools, and notify within 24 hours.

Mary made a motion to approve the proposed language for the notification program as presented, Erik seconded, and all were in favor.

**2. Discuss and approve additional language for the City Academy Reopening Plan to allow for consideration of individual requests for accommodations beyond those already in the policy. Proposed language from Steve:**

**"City Academy is committed to working with students, faculty and staff to provide reasonable accommodations in response to COVID-19."**

**If approved, this language would be inserted as #8 in the section on Accommodating Individual Circumstances.**

The Board discussed the need to add this language to clarify the Board's stance based on concern's raised by teachers. Larry made a motion to approve the proposed language for the notification program as presented, Mary seconded, and all were in favor.

**Adjournment:** Erik made a motion to close the meeting, Kelle seconded, and all were in favor.

Meeting adjourned at 4:40 p.m.

DATED the 19<sup>th</sup> day of August, 2020 CITY ACADEMY BOARD OF TRUSTEES

By: Sonia Woodbury

APPROVED the 16<sup>th</sup> day of September, 2020 CITY ACADEMY BOARD OF TRUSTEES

For audio file of meeting minutes click [here](#)