PFAL Governing Board Meeting Minutes

Meeting Date	May 11
Meeting Time	4:00 PM
Meeting Location	Ruth Tyler Vine Library

Attendees

- Cassia Peeler
- Matthew Jordan
- Anne Spencer
- Marion Gladbach

Meeting Purpose

The purpose of this meeting was to continue organizing the PFAL governing board, discuss board roles and expectations, review early proposal materials, and gather board member perspectives related to governance, facilities, curriculum, training, and implementation systems.

Discussion Items

1. Cassia's Position and Role

The board discussed Cassia Peeler's role in the school's development and leadership structure, including how her position connects to the governing board, the proposal packet, and the state's expectations for charter school leadership and governance.

2. Role of the Governing Board

The board discussed the purpose and responsibilities of the governing board, including oversight, state expectations, governance responsibilities, and the importance of establishing clear board structures and procedures. The Bylaws were introduced. Anne moved to approve the Bylaws as they are written. Tom Seconded. The motion passed unanimously.

This meeting may be recorded for the purpose of preparing accurate minutes. Meeting materials, minutes, and related records will be maintained in accordance with applicable public meeting, records, and charter school governance requirements. Board members are expected to disclose actual or potential conflicts of interest related to agenda items.

Utah OPMA requires at least 24 hours' public notice for public-body meetings, including agenda, date, time, and place; it also requires written minutes and recordings for open meetings, with timelines for making pending/approved minutes and recordings available. Also, closed meetings have specific limits: actions like approving rules, contracts, or appointments cannot happen in closed session, and votes generally cannot be taken there except to end the closed portion and return to open meeting.

Agenda prepared by Cassia Peeler on Monday June 8, 2026. Posted to PFAL website/public notice location on TBD . Meeting recording and Otter transcript, if used, will be linked after the meeting. Approved minutes will be posted pending board approval.

3. Anne Spencer's Position and Expertise

The board discussed Anne Spencer's role and areas of expertise, particularly as they relate to facility planning, implementation planning, and the practical steps required once PFAL secures a building.

4. Governing Board Documents

Cassia provided board members with forms from the proposal packet that are to be completed and collected at the next meeting. These documents will support the development of PFAL's governing board section and related appendix materials.

5. Proposal Copies and Board Feedback

Cassia provided copies of the PFAL proposal for the board's convenience. Board members reviewed materials and shared perspectives while Cassia took notes.

Board Member Perspectives

Marion Gladbach

Marion emphasized the importance of developing a specific teacher training program, especially for special education. She also stressed that PFAL should ensure that any system implemented does not create unnecessary additional work for staff. The board discussed the importance of not implementing systems simply because they are good ideas, but instead considering the practical weight of implementation and who will be responsible for carrying it out.

Matthew J.

Matthew raised concerns regarding curriculum selection procedures and the importance of keeping training in-house when appropriate. He emphasized that internal training allows PFAL to verify the quality of instruction and ensure that professional development directly addresses the school's specific challenges, rather than relying only on outside companies' interpretations of PFAL's application or instructional model.

Anne Spencer

Anne discussed the importance of creating a workable facility plan once PFAL identifies a building. The board also discussed the Discover Card Center and determined that PFAL will not pursue that facility at this time. The board noted that the building may be a better fit for PFAL in future years.

Cassia Peeler

Cassia thanked the board members for their participation, feedback, and continued support. She expressed appreciation for the board's perspectives and noted that she looks forward to continuing the work at the next meeting.

Action Items

- Board members will complete and return the governing board documents from the proposal packet at the next meeting.
- Cassia will continue organizing board notes, proposal materials, and related documentation for future board review.
- The board will continue discussion of board structure, board positions, bylaws, voting procedures, and proposal distribution at the next meeting.

Adjournment

The meeting concluded after discussion and review of next steps.

Clerical Notes/Corrections

Reviewed by:________________Approved by the board on ________________________

Seconded by_________________

This meeting may be recorded for the purpose of preparing accurate minutes. Meeting materials, minutes, and related records will be maintained in accordance with applicable public meeting, records, and charter school governance requirements. Board members are expected to disclose actual or potential conflicts of interest related to agenda items.

Utah OPMA requires at least 24 hours' public notice for public-body meetings, including agenda, date, time, and place; it also requires written minutes and recordings for open meetings, with timelines for making pending/approved minutes and recordings available. Also, closed meetings have specific limits: actions like approving rules, contracts, or appointments cannot happen in closed session, and votes generally cannot be taken there except to end the closed portion and return to open meeting.

Agenda prepared by Cassia Peeler on Monday June 8, 2026. Posted to PFAL website/public notice location on TBD . Meeting recording and Otter transcript, if used, will be linked after the meeting. Approved minutes will be posted pending board approval.