

The Minutes - Approved
Regular Governing Board Meeting
Utah Charter Academies

August 26, 2021
 7:05 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 600, Draper, UT
 Board Members Present: Dee Henderson, Stephanie Henderson, Ted Heap, Thomas Young (joined at 7:26)
 Board Members Absent: Brad Blanchard
 Staff Present: Carolyn Sharette, David Sharette, Lisa Brunson, Kate York, Tim Evancich,
 Casey Crellin, Clarke Headlee
 Guests Present: Jonathan Bejarano

1 Welcome

1.1 Upon determining the presence of a quorum, Dee Henderson welcomed the board members that were present at 7:05 pm

2 Presentation and Comments

2.1 Public Comment - The chair invited public comment. None was given.

3 Consent Agenda

3.1 Items include:

- 3.1.1 Minutes from the August 4th meeting
- 3.1.2 Policy Review of Chapter D, Sections 1-4
- 3.1.3 Secondary Late Work Policy
- 3.1.4 Motion: To approve the August 4, 2021 Consent Agenda
- 3.1.5 Moved: Ted Heap
- 3.1.6 Second: Stephanie Henderson
- 3.1.7 Vote:

	DH	BB	TH	SH	TY
Aye	x		x	x	
Nay					
Abstain					

4 Board Business

4.1 Grant Applications

4.1.1 ARP - ESSER III (\$4.7 Million) - Lisa Brunson

4.1.1.1 Motion: To approve the ARP - ESSER III application as presented. Facilities expense changes may be required by USBE. Management may make those and other, minor adjustments as needed.

4.1.1.2 Moved: Ted Heap

4.1.1.3 Second: Stephanie Henderson

4.1.1.4 Vote:

	DH	BB	TH	SH	TY
Aye	x		x	x	
Nay					
Abstain					

4.2 School Fee Schedule Amendments - Kate York

4.2.1 2nd review : Salem Fee Schedule Amendments

4.2.1.1 Motion: To approve the amendments to the 2021-2022 Salem Fee Schedule (choir fees for choir class and Disneyland trip).

4.2.1.2 Moved: Ted Heap

4.2.1.3 Second: Stephanie Henderson

4.2.1.4 Vote:

	DH	BB	TH	SH	TY
Aye	x		x	x	
Nay					
Abstain					

4.3 APS Management Agreement Extension

- 4.3.1 Motion: To approve the Management Agreement extension.
- 4.3.2 Moved: Ted Heap
- 4.3.3 Second: Stephanie Henderson
- 4.3.4 Vote:

	DH	BB	TH	SH	TY
Aye	x		x	x	
Nay					
Abstain					

5 Management Company Report

5.1 Academic Report - Carolyn Sharette

- 5.1.1 Enrollment Report - Campuses look healthy on enrollment.
- 5.1.2 Promotion - Set the standard of no social promotion in high school and were excited to see how many students completed credit recovery over the summer to be able to promote.
- 5.1.3 SIP Master Goals List - This is the result of all of our data review work. The action items describe who, what, and when the action steps will be taken toward the goals established in our new School Improvement Plan.

5.2 Operations Report - Tim Evancich

- 5.2.1 CO Detection project - near completion. Utilizes the same system as our fire alarm. Our monitoring company will notify us if there is an alert.
- 5.2.2 D3 Auditorium Update - Working with a company to provide the construction cost increase. Looking for a generic cost index from the time of default until the new contract is in place.
- 5.2.3 WV2 Classroom Update - Representative of surety is working with us on determining the completion agreement. No funds currently available to move forward on that project at this time.
- 5.2.4 Summer projects - File and photos are in your folder. A few major projects have been postponed because of the hope that ARP-ESSER III will be approved to fund those.
- 5.2.5 Fightback annual training completed - Ratings were as high as we had received in our prior training, with the help of Dave Acosta's wife and family.
- 5.2.6 Front Sight training over Fall Break
- 5.2.7 Tech Report - Clarke Headlee
Our policy and practice for cyber threats and e-crime includes using professional data hosters. We are more protected by not hosting sensitive data. We installed advanced firewalls at the beginning of the year that have reinforced our security. Our cyber security insurance policy renewed July 1st. We are working on creating a document addressing APA's policies and procedures in this regard.

5.3 Financial Report - Casey Crellin

- 5.3.1 Lunch Prep - Impressed with how turn-key the facility is and how clean and functional it is. A record number of students have signed up for lunches. We have had to cap the number of students we can serve because of the demand for those this year. Served lunches on Day 1 of school - a real accomplishment. We are looking for input so that we can continue to improve the quality of lunches for our students. As we notice student item preferences, we will drop those items. We are required to spend all the money on the food program.
- 5.3.2 FY21 Income Statements: Regarding the net loss for the year - About \$1 Million in accrued wages and benefits were corrected as coming from the previous year. Also, we did not know what our accounts receivables will be until the state allotment report came in following our year-end submissions, and that was higher than expected. Finally, we had significant deferred income which we were able to move into unrestricted funds with Senate Bill 178 giving us that flexibility.
- 5.3.3 July Comparative P&L - No significant dollar changes other than State Revenue. Receipt of the Land Trust funds have not yet been received. We believe a delayed transparency report may be the cause of that. Expenses - Salaries last year were negative because of accrued handling of that category.
- 5.3.4 July Balance Sheet - Accounts Receivable variance - almost all of that was received in the July allotment from the state.

5.4 Expansion Requests - David Sharette

- 5.4.1 Timeline: the final application is due to USBE November 1st, but we would like to submit it before then to get feedback prior to the final deadline. We are looking to build a relationship with the local school district.
- 5.4.2 Motion: To authorize Dee to sign the letter to Iron County School District, as presented.
- 5.4.3 Moved: Ted Heap
- 5.4.4 Second: Thomas Young
- 5.4.5 Vote:

	DH	BB	TH	SH	TY
Aye	x		x	x	x
Nay					
Abstain					

- 5.5 Continuous Improvement Journey Video shared. Suggestion to include a link on our webpage to the video for our parents and prospective parents to view.
- 5.6 Discussion regarding working groups at the Salt Lake Chamber. The board is supportive about joining that group. Thomas Young will send details about that.
- 6 Agenda Items for Future Meetings - September 23, 2021
 - 6.1 No items noted.
- 7 Executive Session
 - 7.1 Motion: To adjourn the meeting.
 - 7.2 Moved: Dee Henderson
 - 7.3 Second: Stephanie Henderson
 - 7.4 Roll Call Vote:

	DH	BB	TH	SH	TY
Aye	x		x	x	x
Nay					
Abstain					

Adjournment at 8:33 pm

(Documents related to this meeting are available on request.)