

The Minutes
Regular Governing Board Meeting
Utah Charter Academies

All meeting materials are available at links on the meeting [agenda](#).

April 28, 2022
 7:14 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 600, Draper, UT/Zoom Hybrid Meeting
 Board Members Present: Ted Heap, Stephanie Henderson, Dee Henderson, Thomas Young (joined at 7:40 p.m.)
 Board Members Absent: Brad Blanchard
 Staff Present: Carolyn Sharette, Lisa Brunson, Casey Crellin, David Sharette, Jeremiah Brennan, Daniel Baker, Jen Walstad, Kate York, Peri Daley, Tim Evancich
 Guests Present:

1 Welcome

1.1 Upon determining the presence of a quorum, Ted Heap welcomed the board members that were present at 7:14 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 March 24th board meeting.
- 3.1.2 Policy Manual Review - [Chapter D, Sections D-6.0 through D-8.0](#)

3.2 Motion: To approve the April 2022 Consent Agenda.

- 3.2.1 Moved: Stephanie Henderson
- 3.2.2 Second: Dee Henderson
- 3.2.3 Vote:

	DH	BB	TH	SH	TY
Aye	X		X	X	
Nay					
Abstain					

4 Board Business

4.1 2022-23SY School Fee Schedule Amendments - Kate York (2nd Review) (Board Brief)

4.1.1 Kate York introduced the 2022-23 SY School Fee Schedule Amendments. Details included in the board brief, linked on the meeting agenda.

4.1.2 Motion: To approve the amendments to the 2022-2023 APA School Fee Schedules.

- 4.1.2.1 Moved: Stephanie Henderson
- 4.1.2.2 Second: Dee Henderson
- 4.1.2.3 Vote:

	DH	BB	TH	SH	TY
Aye	X		X	X	
Nay					
Abstain					

4.2 New Policy - Reuse or Disposal of Textbooks - Kate York

4.2.1 Kate York introduced the Reuse or Disposal of Textbooks policy. Details included in the board brief, linked on the meeting agenda.

4.2.2 Motion: To approve the policy as presented.

- 4.2.2.1 Moved: Stephanie Henderson
- 4.2.2.2 Second: Dee Henderson
- 4.2.2.3 Vote:

	DH	BB	TH	SH	TY
Aye	X		X	X	
Nay					
Abstain					

5 Management Company Report

5.1 Management Accountability Report - Carolyn Sharette

5.1.1 Carolyn Sharette reviewed the April 2022 Management Performance Report. Report linked on the meeting agenda.

5.1.2 Training on Academic Accountability Elements

5.2 Selection and engagement of independent auditor - Casey Crellin

5.2.1 Ted Heap provided an overview of the selection and engagement of an independent auditor. Carolyn Sharette and Casey Crellin reviewed the RFP process completed.

5.2.2 Motion: To approve the selection of independent auditor Gilbert and Stewart, CPA.

5.2.2.1 Moved: Stephanie Henderson

5.2.2.2 Second: Dee Henderson

5.2.2.3 Vote:

	DH	BB	TH	SH	TY
Aye	X		X	X	
Nay					
Abstain					

5.3 Management Accountability Report - Carolyn Sharette (full report linked in the meeting agenda)

5.3.1 Human Resources - Jeremiah Brennan reviewed current position openings and UCA HR Salary Analysis report comparing average teacher salaries by qualification and similar LEAs and Charter Schools. Details included on the Report and linked on the meeting agenda.

5.3.2 Transportation Report - Casey Crellin reviewed current transportation standing.

5.3.3 Academics Report - Jen Walstad reviewed DIBELs Mid-Year Report and Elementary Accountability Element Report. Daniel Baker reviewed the Secondary Accountability Element Report and Secondary Grade Distribution Report.

5.3.4 Campus Highlights - Carolyn Sharette reviewed the Campus Highlights.

5.3.5 Finance Report - Casey Crellin reviewed March 2022 monthly financials. Seeing increased cost for student transportation and printing.

5.3.6 Budget Hearing - Introduced the projected FY23 Budget which will be reviewed further in next month's board meeting.

5.3.7 Operations Report - Carolyn Sharette reviewed current and projected projects. WV1 Daycare buildout will aid in WV1 staffing.

5.3.8 Technology Report - Carolyn Sharette reviewed device ratios per student and device data (i.e., breakage rate, average age of student user).

5.3.9 Enrollment Report - Carolyn Sharette reviewed current enrollment counts per campus. Application counts are up as compared to this time last year.

6 Agenda Items for Future Meetings

6.1 Next Board Meeting moved from Thursday, May 26th to Tuesday, May 24th.

Adjournment at 8:32 p.m.

Minutes approved during May 24, 2022 Board Meeting.