

**The Minutes - Approved
Regular Governing Board Meeting
Utah Charter Academies**

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

July 28, 2022
7:08 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 600, Draper, UT/Google Meet Hybrid Meeting
Board Members Present: Stephanie Henderson, Brad Blanchard, Dee Henderson, Thomas Young (joined late)
Board Members Absent: Ted Heap
Staff Present: Lisa Brunson, Casey Crellin, Daniel Baker, Kate York, Tim Evancich, Peri Daley, David Sharette, Jeremiah Brennan, Clarke Headlee, Jen Walstad
Guests Present: None

1 Welcome

1.1 Upon determining the presence of a quorum, Dee Henderson welcomed the board members that were present at 7:08 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 June 16, 2022 board meeting.
- 3.1.2 Student Code of Conduct - minor policy amendment

3.2 Motion: To approve the July 2022 Consent Agenda.

3.2.1 Moved: Stephanie Henderson

3.2.2 Second: Brad Blanchard

3.2.3 Vote:

	DH	BB	TH	SH	TY
Aye	X	X		X	
Nay					
Abstain					

4 Board Business

4.1 FY23 Early Learning Plan - Lisa Brunson

4.1.1 Lisa Brunson reviewed the Early Learning Plan. Details included in the board brief linked on the meeting agenda. Jen Walstad provided further detail on how the Plan goals were created and monitored.

4.1.2 Motion: To approve the FY23 Early Learning Plan as presented.

4.1.2.1 Moved: Brad Blanchard

4.1.2.2 Second: Stephanie Henderson

4.1.2.3 Vote:

	DH	BB	TH	SH	TY
Aye	X	X		X	
Nay					
Abstain					

4.2 Policy Amendment B-4.1 Depreciation - Kate York

4.2.1 Kate York reviewed the amendment to the current policy, changing the requirement to track purchases over \$500 to \$5,000. Casey Crellin provided further explanation. Details included in the board brief, linked on the meeting agenda.

4.2.2 Motion: To approve the amendment to policy B-4.1 Depreciation as presented.

4.2.2.1 Moved: Dee Henderson

4.2.2.2 Second: Stephanie Henderson

4.2.2.3 Vote:

	DH	BB	TH	SH	TY
Aye	X	X		X	
Nay					

Abstain					
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5 Management Company Report

5.1 Management Accountability Report -

- 5.1.1 Elementary Missing Work - Jen Walstad reviewed the missing work numbers for Elementary, including ideas for incentives to increase work completion.
- 5.1.2 Graduation - Daniel Baker reviewed the graduation report for the 2021-2022 school year.
- 5.1.3 Enrollment - Daniel Baker reviewed the current and target enrollment counts. Our application numbers are higher this year compared to last school year.
- 5.1.4 Human Resources - Jeremiah Brennan reviewed our total staff counts and open positions.
- 5.1.5 Compliance - Lisa Brunson reviewed recent compliance events of note. A 21st Century monitoring visit was conducted. GEAR UP Cohort 2 is closing out this summer..
- 5.1.6 Finance - Casey Crellin reviewed the current fiscal status. The FY22 and FY23 budgets have been submitted. The FY22 audit will begin at the end of August 2022.
- 5.1.7 Operations - Tim Evancich reviewed completed and in-progress projects. Tim introduced a security response app.
- 5.1.8 Technology - Clarke Headlee reviewed current technology projects, including increased one-entrance security measures for the schools. The employee computer upgrades are almost complete. There was no IT Team turnover over the summer.

6 Agenda Items for Future Meetings

- 6.1 Next Board Meeting will be held Thursday, August 25, 2022.

7 Executive Session

- 7.1 Motion: To adjourn the meeting and move to executive session.

2.1.1 Moved: Dee Henderson

2.1.2 Roll Call Vote:

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

Adjourned to executive session

Adjournment at 8:30 p.m.