

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

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

September 29, 2022  
 7:13 p.m.

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

1 Welcome

1.1 Upon determining the presence of a quorum, Brad Blanchard welcomed the board members that were present at 7:13 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 August 25, 2022 board meeting.
- 3.1.2 Updated charter goals to submit to SCSB as part of the Charter Agreement. - Details included in the board brief linked on the meeting agenda.

3.2 Motion: To approve the August 2022 Consent Agenda.

- 3.2.1 Moved: Thomas Young
- 3.2.2 Second: Stephanie Henderson
- 3.2.3 Vote:

	DH	BB	TH	SH	TY
Aye		X		X	X
Nay					
Abstain					

4 Board Business

4.1 First Review of Draft SY2023-2024 Academic Calendar - Carolyn Sharette

- 4.1.1 Carolyn Sharette provided an overview of the first draft of the Academic Calendar for the 2023-2023 school year. Draft linked on the meeting agenda.
- 4.1.2 Motion: No motion required

4.2 Library Sensitive Materials Policy - Kate York

- 4.2.1 Carolyn Sharette provided a summary of the Library Sensitive Materials Policy. Lisa Brunson provided further comments regarding the policy. Brad Blanchard asked what materials are classified as sensitive material, which can be found in HB 374. No issues have been raised at APA so far. Stephanie Henderson asked what the process is for parents bringing forward concerns about materials, which can be found in the policy. Details included in the board brief linked on the meeting agenda.
- 4.2.2 Motion: Requested Motion: To approve the Library Sensitive Materials Policy.
  - 4.2.2.1 Moved: Thomas Young
  - 4.2.2.2 Second: Brad Blanchard
  - 4.2.2.3 Vote:

	DH	BB	TH	SH	TY
Aye		X		X	X
Nay					
Abstain					

4.3 Open and Public Meetings Act Policy Amendment - Kate York

4.3.1 Kate York presented the Open and Public Meetings Act (OPMA) Policy amendments as a result of HB 22. Details included in the board brief linked on the meeting agenda.

4.3.2 Motion: To approve the amendments to the board Open and Public Meetings Act Policy.

4.3.2.1 Moved: Stephanie Henderson

4.3.2.2 Second: Thomas Young

4.3.2.3 Vote:

	DH	BB	TH	SH	TY
Aye		X		X	X
Nay					
Abstain					

4.4 FY23 Teacher and Student Success Act Plans (TSSA) - Lisa Brunson

4.4.1 Lisa Brunson provided an overview of the TSSA Plans for the 2023 fiscal year. Details included in the board brief linked on the meeting agenda.

4.4.2 Motion: To approve the Teacher and Student Success Plans as presented.

4.4.2.1 Moved: Thomas Young

4.4.2.2 Second: Stepahnie Henderson

4.4.2.3 Vote:

	DH	BB	TH	SH	TY
Aye		X		X	X
Nay					
Abstain					

4.5 FY23 Positive Behavior Plans - Lisa Brunson

4.5.1 Lisa Brunson provided an overview of the Positive Behavior Plans for the 2023 fiscal year. Details included in the board brief linked on the meeting agenda.

4.5.2 Motion: To approve the Positive Behavior Plans as presented.

4.5.2.1 Moved: Thomas Young

4.5.2.2 Second: Stephanie Henderson

4.5.2.3 Vote:

	DH	BB	TH	SH	TY
Aye		X		X	X
Nay					
Abstain					

4.6 Teacher LEA-Specific License - Jeremiah Brennan

4.6.1 Jeremiah Brennan presented the current LEA-specific licenses. Carolyn Sharette provided additional information on the chosen path of licensure for APA licensed employees. These licenses will be submitted to the State by October 28th. Current LEA-specific licenses linked on the meeting agenda.

4.6.2 Motion: To approve the LEA-Specific licenses as presented.

4.6.2.1 Moved: Stephanie Henderson

4.6.2.2 Second: Thomas Young

4.6.2.3 Vote:

	DH	BB	TH	SH	TY
Aye		X		X	X
Nay					
Abstain					

4.7 UCA Fiscal Policies - Kate York & Casey Crellin

4.7.1 Carolyn Sharette provided an overview of the historical background of UCA's fiscal policies, action to date, and the proposed path forward. There will be a testing and feedback period for three months for the new proposed UCA fiscal policies. Casey Crellin provided further clarification on the policies that will be rescinded after adaption of the proposed policies. Details included in the board brief linked on the meeting agenda.

4.7.2 Motion: To approve the new UCA Fiscal Policies as presented. To approve rescinding the UCA Fiscal Policies as presented.

4.7.2.1 Moved: Brad Blanchard

4.7.2.2 Second: Thomas Young

4.7.2.3 Vote:

	DH	BB	TH	SH	TY
Aye		X		X	X
Nay					
Abstain					

5 Management Company Report

5.1 Cedar City Satellite Application - David Sharette

5.1.1 David Sharette provided an update on the Cedar City Satellite Application. UCA will continue with the application. Application linked on the meeting agenda.

5.2 Management Accountability Report - Linked on the meeting agenda.

5.2.1 Elementary Academics - Daniel Baker reviewed the Elementary End-of-Year DIBELS (Acadience) Reading Report and the Elementary Student Groups Progress Report.

5.2.2 Secondary Academics - Daniel Baker presented the AP Report, including the pass rate counts by campus and AP test.

5.2.3 Campus Highlights: Cindy Lawrence presented campus highlights for Draper 2. Traffic control for Draper 2 and Draper 3 will be discussed at an upcoming Draper city counsel meeting.

5.2.4 Enrollment Report - Carolyn Sharette reviewed the current Enrollment Report for SY2022-2023.

5.2.5 Human Resources - Jeremiah Brennan reviewed the current staff counts and the open positions as of September 2022.

5.2.6 Finance - Casey Crellin reviewed the monthly financials, capital projects budget, and current audit statuses.

5.2.7 Compliance - Lisa Brunson presented recent compliance report items, including unannounced Health and Safety inspection, a recent ELL monitoring visit in September, and an upcoming SpEd Desk Audit in December. Provided an updated count of the submitted grant applications for this school year.

5.2.8 Operations - Tim Evancich provided updates on all complete and ongoing projects.

5.2.9 Technology - Clarke Headlee provided updates on ongoing technology projects and maintenance.

5.2.10 Transportation - No new updates.

6 Agenda Items for Future Meetings

6.1 Next Board Meeting will be held October 27, 2022.

6.2 Proposed amendment to the Fiscal Audit Policy.

6.3 Proposed Compliance Calendar Item: Update of Chapter B Part 7.0 Records Management Policy. Details linked on the meeting agenda.

Adjournment at 8:46 p.m.