

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

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

January 26, 2023
7:05 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 600, Draper, UT/Google Meet Hybrid Meeting
 Board Members Present: Ted Heap, Brad Blanchard (remote), Stephanie Henderson (remote), Thomas Young (remote - joined at 7:33 p.m.)
 Board Members Absent:
 Staff Present: Carolyn Sharette, Jeremiah Brennan, Casey Crellin, David Sharette, Clarke Headlee, Lisa Brunson, Peri Daley, Daniel Baker, Emily Peery, Tim Evancich, Kate York
 Guests Present: Kelly Hofeling

- 1 Welcome
 - 1.1 Upon determining the presence of a quorum, Ted Heap 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 December 15, 2022 board meeting.
 - 3.1.2 Board Training - OPMA - Annual required training
 - 3.2 Motion: To approve the January 2023 Consent Agenda.

- 3.2.1 Moved: Stephanie Henderson
- 3.2.2 Second: Brad Blanchard
- 3.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	
Nay				
Abstain				

- 4 Board Business - 7:16 p.m.
 - 4.1 Human Sexuality Teacher Assurances and Policy Amendment - Lisa Brunson
 - 4.1.1 Lisa Brunson presented the Health and Human Sexuality Policy Amendment and Assurances. Details included in the board brief linked on the meeting agenda.
 - 4.1.2 Motion: To approve the amendments to the Health and Human Sexuality Education Policy as presented.

- 4.1.2.1 Moved: Stephanie Henderson
- 4.1.2.2 Second: Brad Blanchard
- 4.1.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	
Nay				
Abstain				

- 4.2 Breakfast Waiver Proposal and Plan - Emily Peery
 - 4.2.1 Emily Peery presented the Smart Start Breakfast Waiver program due to APA being unable to hire the staffing needed to fulfill the program. Details included in the board brief linked on the meeting agenda.
 - 4.2.2 Motion: To direct staff to request a waiver for the Smart Start Breakfast NSLP program.
 - 4.2.2.1 Moved: Brad Blanchard
 - 4.2.2.2 Second: Stephanie Henderson
 - 4.2.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	
Nay				
Abstain				

4.3 23-24SY School Fee Schedules, 2nd Review - Lisa Brunson

4.3.1 Lisa Brunson provided a second review of the 2023-2024 school year fee schedules. Lisa provided further overview on the process of presenting and approving fee schedules. Details included in the board brief linked on the meeting agenda.

4.3.2 Motion: To approve the 2023-2024 School Year Fee Schedules as presented.

4.3.2.1 Moved: Brad Blanchard

4.3.2.2 Second: Stephanie Henderson

4.3.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	
Nay				
Abstain				

4.4 School, Student, and Parent Compacts - Carolyn Sharette

4.4.1 Carolyn Sharette reviewed the updated Elementary and Secondary School, Student, and Parent Compacts. Compacts and details included in the board brief linked on the meeting agenda. Discussed volunteer requirements and commitments. Stephanie Henderson noted that as a parent of APA Elementary and Secondary students, the Secondary Compacts are not reiterated again after Elementary. This will be addressed to the Secondary leadership team. Thomas Young joined remotely at 7:33 p.m.

4.4.2 Motion: To approve the amendments to the School, Student, and Parent Compacts.

4.4.2.1 Moved: Stephanie Henderson

4.4.2.2 Second: Brad Blanchard

4.4.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

4.5 Student Transportation Policy - Kate York

4.5.1 The Student Transportation Policy will be deferred to next month's board meeting.

5 Management Company Report - 7:43 p.m.

5.1 Management Accountability Report - Linked on the meeting agenda.

5.1.1 Academics - Carolyn Sharette presented the Elementary Missing Work report and Accountability Element report. Daniel Baker presented the Secondary Missing Work report, End of Term Grade Distribution report, and Accountability Element report.

5.1.2 Campus Highlights - Available for board review and linked on the meeting agenda.

5.1.3 Enrollment - Carolyn Sharette reviewed the current enrollment counts.

5.1.4 Human Resources - Jeremiah Brennan reviewed current employee retention rates and open positions. The current open positions have reduced from last month as positions have been filled.

5.1.5 Finance - Casey Crellin reviewed the mid-year financials and the monthly financial report, including the monthly BVA and the approved budget for Fiscal year 2023.

5.1.6 Compliance - Lisa Brunson provided updates on the SpEd Desk Audit, upcoming SPED Conference, and an anticipated surprise SPED monitoring visit. Lisa also reviewed the number of grant applications to date.

5.1.7 Operations - Tim Evancich reviewed current operation projects, including complete, in progress, and pending projects. The WV1 Daycare buildout is complete and open. The restrooms next to the daycare are still in progress. Final inspections for the print center are scheduled.

5.1.8 Technology - Clarke Headlee reviewed technology updates, including district and school-level projects. Security response app, Aegix, trainings have begun. Erate application for 10 gig has been posted and in progress.

5.2 Cedar City Update - David Sharette

5.2.1 David Sharette provided an update on the Cedar City school application which was denied in December 2022. The parents of Cedar City submitted their own application afterwards and were denied. A parent of the community joined the board meeting and was available for further questions. David presented a letter that APA may send to Iron County School District asking for their approval.

5.2.2 Thomas Young left the board meeting at 8:26 p.m.

5.3 Board Composition - The board and Carolyn Sharette discussed the current and future board composition. Discussed the expansion of the board and the application process. The board decided to move forward with opening applications for board members. Stephanie Henderson addressed the need for a chair member of the board. A vice-chair will be discussed at a later date.

5.4 Motion: To elect and approve Ted Heap as chair of the UCA charter board.

5.4.1 Moved: Stephanie Henderson

5.4.2 Second: Brad Blanchard

5.4.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	
Nay				
Abstain				

6 Agenda Items for Future Meetings - 8:41 p.m.

6.1 Next Board Meeting will be held February 23, 2023.

6.2 Carolyn Sharette provided an update of the Class Action Settlement against Juul. There will be further discussion of the settlement and funds at a later date.

Adjournment at 8:42 p.m.