

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

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

June 9, 2023
6:23 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 600, Draper, UT/Google Meet Hybrid Meeting
Board Members Present: Stephanie Henderson, Thomas Young, Ted Heap (remote)
Board Members Absent: Brad Blanchard
Staff Present: Carolyn Sharette, Casey Crellin, David Sharette, Peri Daley, Lisa Brunson, Clarke Headlee
Guests Present:

1 Welcome

1.1 Upon determining the presence of a quorum, Stephanie Henderson welcomed the board members that were present at 6:23 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 May 25, 2023 Board Meeting

3.2 Motion: To approve the May 25, 2023 Consent Agenda.

3.2.1 Moved: Ted Heap

3.2.2 Second: Thomas Young

3.2.3 Vote:

	BB	TH	SH	TY
Aye		X	X	X
Nay				
Abstain				

4 Board Business - 6:24 p.m.

4.1 FY24 Budget: Original Budget - Casey Crellin

4.1.1 Casey Crellin presented the final review of the original FY24 budget. Budget linked in the meeting agenda.

4.1.2 Motion: To approve the Final FY24 Budget as presented.

4.1.2.1 Moved: Thomas Young

4.1.2.2 Second: Ted Heap

4.1.2.3 Vote:

	BB	TH	SH	TY
Aye		X	X	X
Nay				
Abstain				

4.2 FY23 Final Budget - Casey Crellin

4.2.1 Casey Crellin presented the FY23 final budget. Budget linked in the meeting agenda.

4.2.2 Motion: To approve the Final FY23 Budget as presented.

4.2.2.1 Moved: Thomas Young

4.2.2.2 Second: Ted Heap

4.2.2.3 Vote:

	BB	TH	SH	TY
Aye		X	X	X
Nay				
Abstain				

4.3 Fixed Asset Fiscal Policy - Casey Crellin

4.3.1 Casey Crellin presented the fixed assets policy revision. The revision complies with new GASB rules effective FY24 and can apply to FY23 if approved before July 1, 2023. Details included in board brief linked in meeting agenda.

4.3.2 Motion: To approve the Fixed Asset Fiscal Policy as presented.

4.3.2.1 Moved: Thomas Young

4.3.2.2 Second: Ted Heap

4.3.2.3 Vote:

	BB	TH	SH	TY
Aye		X	X	X
Nay				
Abstain				

4.4 Governance Policies Update - Lisa Brunson

4.4.1 Lisa Brunson reviewed the Governance Policies revisions. Details included in board brief linked in meeting agenda.

4.4.2 Motion: To approve the revisions to the governance policies

4.4.2.1 Moved: Ted Heap

4.4.2.2 Second: Thomas Young

4.4.2.3 Vote:

	BB	TH	SH	TY
Aye		X	X	X
Nay				
Abstain				

4.5 FY24 Annual Federal Compliance & Assurances - Lisa Brunson

4.5.1 Lisa Brunson presented the FY24 Federal Compliance & Assurances. Details included in board brief and Compliance & Assurances checklist linked in meeting agenda.

4.5.2 Motion: To approve the FY24 Federal Compliance & Assurances as presented, and to direct management to submit them to the USBE in advance of the deadline.

4.5.2.1 Moved: Ted Heap

4.5.2.2 Second: Thomas Young

4.5.2.3 Vote:

	BB	TH	SH	TY
Aye		X	X	X
Nay				
Abstain				

4.6 Intergenerational Poverty Grant - Lisa Brunson

4.6.1 Lisa Brunson presented the Intergenerational Poverty Grant board brief for the afterschool programs at APA’s West Valley campuses, requiring board approval to submit. Details included in board brief linked in meeting agenda.

4.6.2 Motion: To approve the filing of an Intergenerational Poverty Grant application this year on behalf of Utah Charter Academies and the afterschool programs at APA’s West Valley campuses.

4.6.2.1 Moved: Thomas Young

4.6.2.2 Second: Ted Heap

4.6.2.3 Vote:

	BB	TH	SH	TY
Aye		X	X	X
Nay				
Abstain				

5 Management Company Report - 6:50 p.m.

5.1 June Management Accountability Report - to be delivered via email by the end of June

5.2 Management Fee Increase - David Sharette

5.2.1 David Sharette presented the APS Management Fee one-time fee increase. Details included in board brief linked in meeting agenda.

- 5.2.2 Motion: To approve the one-time management fee increase of 2.59% for the 2022-2023 year.
- 5.2.3 Moved: Ted Heap
- 5.2.4 Second: Thomas Young
- 5.2.5 Vote:

	BB	TH	SH	TY
Aye		X	X	X
Nay				
Abstain				

- 6 Agenda Items for Future Meetings - 7:02 p.m.
 - 6.1 Next Board Meeting may be held July 27, 2023
- 7 The Board agreed to not adjourn to Executive Session.
- 8 Adjournment at 7:03 p.m.