

**Utah Virtual Academy
Governing Board of Directors
Annual Board Meeting**



Date: Wednesday, June 5, 2019

Location: 310 E. 4500 S., Suite #620; Murray, UT 84107

Board Members Present: Brian Maxwell, Matthew Thue, Dallin Drescher (teleconference), Amberly Keeler (teleconference)

Others Present: Meghan Merideth, William Johnston, Kim Dohrer, Kara Finley, Cole Arnold, Brad Taylor, Jon Osborn, Taylor Spencer, Angie Kreitzer, Desarae Wright (teleconference), Jillian Hymas (teleconference), Rebecca Glover (teleconference), LuAnn Charles (teleconference), Mason Andersen (teleconference)

Utah Virtual Academy students will attain superior academic achievement through parent involvement, innovative teaching and school accountability within a virtual environment that embraces individual learning styles.

MINUTES

CALL TO ORDER

- Brian Maxwell called the annual board meeting to order at 6:34 PM.

PUBLIC COMMENT

- No public comment.

BUSINESS ITEMS

- **Closed Session**

Matthew Thue made a motion to enter a closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a) to be held in the conference room at Utah Virtual Academy; Dallin Drescher seconded. Motion passed unanimously; the votes were as follows:

- *Brian Maxwell – AYE*
- *Matthew Thue – AYE*
- *Dallin Drescher – AYE*
- *Amberly Keeler – AYE*

Entered closed session at 6:37 PM.

Individuals present during the closed session included Brian Maxwell, Matthew Thue, Amberly Keeler, Dallin Drescher, Meghan Merideth, and Cole Arnold. *Matthew Thue made a motion to adjourn the closed session; Dallin Drescher seconded. Motion passed unanimously.*

Closed session adjourned at 6:59 PM.

All additional attendees rejoined the open session at 6:59 PM.

○ **Finance Report**

● **2019-2020 Budget**

Cole Arnold presented the budget for the 2019-2020 school year, including caps that have been set and anticipated expenses. The funding sources and WPU increase were included in the additional budget. The options available within the budget and anticipated net income were outlined. The impact of setting caps on the enrollment acceptance on ADM was considered. It was recommended to move forward with the second option in order for the school to have a higher net income. The costs associated with launching Zoom and the stakeholder response was considered.

Matthew Thue made a motion to approve the second option for the 2019-2020 budget; Amberly Keeler seconded.

- *Brian Maxwell made a motion to amend the motion to include the discussed management vendor contract changes; Matthew Thue seconded. Motion passed unanimously.*

● **Acceptance of State Revenue**

Cole Arnold reviewed the anticipated state revenue.

Matthew Thue made a motion to approve accepting state revenue; Dallin Drescher seconded. Motion passed unanimously.

● **April and May Bank Reconciliations and Payment and Deposit Registers**

The April and May bank reconciliations and payment and deposit registers, as well as the PTIF account, were provided.

Dallin Drescher made a motion to approve the April and May bank reconciliations and payment and deposit registers; Matthew Thue seconded. Motion passed unanimously.

● **Invoice Approval for Purchases over \$7,500**

The Smart Space purchase and the associated costs over the course of the upcoming school year were considered, along with satisfying state procurement.

Matthew Thue made a motion to approve the invoices for purchases over \$7,500, specifically Smart Space Visible Solutions purchases, delivery, and reclamation up to \$125,000; Amberly Keeler seconded. Motion passed unanimously.

● **K12 Payments and Academica West Payment**

Cash flow based on federal reimbursements was considered and the proposed payment to K12 was reviewed along with the outstanding balance. It was recommended to pay the June invoice from Academica West.

Matthew Thue made a motion to approve a payment of \$690,945.29 to K12 and the Academica West June invoice; Dallin Drescher seconded. Motion passed unanimously.

● **Eide Bailly Audit Engagement**

Current services from Eide Bailly and the plan for completing the upcoming audits were reviewed.

Matthew Thue made a motion to approve engaging Eide Bailly and authorize Brian Maxwell to execute the audit engagement letters; Dallin Drescher seconded. Motion passed unanimously.

- **Related Service Template Agreement**

It was proposed related service providers be engaged using the provided template in order to meet student needs.

Matthew Thue made a motion to approve the related service template agreement and data confidentiality agreement template; Brian Maxwell seconded. Motion passed unanimously.

- **Head of School Report**

Meghan Merideth provided an update on the current state of the school, including graduation, employee agreements, and staff handbook revisions.

- **Staff Handbook**

The handbook was revised to meet policies and include webcam standards.

Matthew Thue made a motion to approve the Staff Handbook; Dallin Drescher seconded. Motion passed unanimously.

- **Sex Education Instruction Committee Membership**

The committee membership and curriculum were considered.

Brian Maxwell made a motion to approve the Sex Education Instruction Committee Membership; Matthew Thue seconded. Motion passed unanimously.

- **SCSB Authorizer Visit**

School staff and board members met with staff from the State Charter School Board staff to complete the fidelity review. The school is in good standing with some areas for further review and no deficiencies or remediation plan required.

Current withdrawal rates were reviewed, and the school has improved year over year. Additionally, the majority of high school students are being retained at a higher rate than previous years. The testing exclusions have decreased from last year and how RISE was implemented was considered.

Angie Kreitzer presented on the increased passing rates and progress this past year. Goals were set in proficiency and growth and the testing to measure was helpful in monitoring progress. Staff will be attending the literacy training provided by the state. Teachers are enjoying the visibility of the classes and are excited to move forward implementing the program through the elementary grades.

Anticipated graduation rates were provided, accounting for summer school and dropouts. ACT scores from 2018 to 2019 showed improvement and the year over year improvement data were listed.

- **Board Business**

- **Board Membership, Terms, and Elected Officers**

Matthew Thue made a motion to renew officers as currently constituted; Brian Maxwell seconded. Motion passed unanimously.

Brian Maxwell made a motion to renew Amberly Keeler as the governing

board parent representative for the 2019-2020 school year; Matthew Thue seconded. Motion passed unanimously.

Brian Maxwell made a motion to renew Matthew Thue as a board member through September 1, 2019; Dallin Drescher seconded. Motion passed unanimously.

- **Employee Compensation Agreements**

The two standard templates are the same as last year with minor date changes and will be provided to staff and faculty.

Brian Maxwell made a motion to approve the Employee Compensation Agreements; Amberly Keeler seconded. Motion passed unanimously.

- **Policy Adoption and Policy Rescission**

Brian Maxwell made a motion to approve the Enrollment and Lottery Policy, the FERPA Policy and Annual FERPA Notice, the Parent Grievance Policy, and the Staff Grievance Policy and to rescind the 1001 Parent Advisory Group Policy, the 1002 Complaint Process policy, the 2001 Student Enrollment Policy, the 2004 Internet Provider Subsidy Policy, the 2006 Academic Advancement Policy, the 2007 Parent Understanding Statements Policy, the 2008 Student Code of Conduct and Acceptable Use Guidelines Policy, the 2010 Family Educational Rights and Privacy Act (FERPA) Policy, the 2014 Awarding High School Credit by Examination Policy, the 2015 Fees for Enrolling in Seventh High School Course Policy, and the 4005 Home Office Set up Policy; Matthew Thue seconded.

Meghan Merideth discussed the financial impact of rescinding the Internet Provider Subsidy Policy.

Motion passed unanimously.

- **May 1, 2019 Board Meeting and Closed Session Minutes**

Matthew Thue made a motion to approve the May 1, 2019 Board Meeting and Closed Session Minutes; Dallin Drescher seconded. Motion passed unanimously.

CALENDAR ITEMS

- June 26, 2019 Electronic Board Meeting at 12 PM
- July 3, 2019 Board Meeting at 6:30 PM
- Strategic Planning Session and Board Meeting July 31, 2019 from 12-4 PM
- 2019-2020 Board Meeting Schedule

BUSINESS ITEMS

- **Training**

The Utah Open Meetings Act was reviewed, including the purpose of the act and providing transparency to the public. Electronic meetings, notices and communication, and agenda posting were outlined. The purposes for holding a closed session and the requirements of holding a closed session were discussed.

ADJOURN

- *Matthew Thue made a motion to adjourn the board meeting; Brian Maxwell seconded. Motion passed unanimously.*

Annual board meeting adjourned at 8:27 PM.

**Utah Virtual Academy
Governing Board of Directors
Closed Session**



Date: Wednesday, June 5, 2019

Location: 310 E. 4500 S., Suite #620; Murray, UT 84107

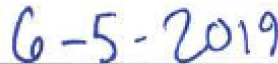
Utah Virtual Academy offers students an effective, innovative learning environment through a pioneering combination of technology and hands-on instruction. Students develop mastery of fundamental skills and are provided additional in-depth learning experiences to help them discover and develop their specific talents and interests.

AFFIDAVIT

This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(l)(a).



Brian Maxwell



Date