

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



**Date:** Thursday, November 8, 2018

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

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

**Board Members Absent:** Andrew Harvey, Jeff Rogers

**Others Present:** Meghan Merideth, William Johnston, Kim Dohrer, Kara Finley, Cole Arnold, Jon Osborne, LuAnn Charles, Desi Wright (teleconference), Mindy Braga, Ruth Braga, Nicholas Braga, Brandon Braga, Abby House, Tom House, Angela Kreitzer (teleconference), Becky Seymour (teleconference) Jillian Hymas, Dallin Drescher, Wade Glathar

*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**

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### **CALL TO ORDER**

- Brian Maxwell called the board meeting to order at 6:15 PM.

### **PUBLIC COMMENT**

- No public comment.

### **BUSINESS ITEMS**

- **Head of School Report**

Meghan Merideth welcomed the Braga family who participate in the part-time program. Mindy Braga discussed her plans after graduation and her experience taking SOEP classes. The board presented Mindy Braga with an award recognizing her efforts at Utah Virtual Academy.

Current enrollment figures were reviewed by grade level as well as retention compared to the school goal. The block 1 passing rates were presented and are increasing year over year. A turnaround plan infographic was shown and illustrates the different components of the goals. Turnaround meetings are taking place regularly with UEPC, and bi-weekly and bi-monthly reports are occurring. The USBE has not yet approved the turnaround plan. Credit recovery credits earned for block one were provided and the school is supporting students who need additional assistance.

The Braga family left at 6:39 PM.

Growth and proficiency estimates and progress rates were considered.

- **Charter Agreement and Exhibit A**  
The State Charter School Board has approved the agreement and is ready for board adoption.  
*Matthew Thue made a motion to approve the Charter Agreement and Exhibit A; Amberly Keeler seconded. Motion passed unanimously.*
- **Academica West Report**  
Kim Dohrer reported on the work that has been completed over the last month, principally with human resources, accounting, and board support. The Academica West staff met with the UTVA administration for a meet and greet luncheon. The policies are being reviewed and updated based on school need.
- **Board Business**
  - **Board Interviews**  
Dallin Drescher arrived at 6:54 PM.  
The board interviewed Dallin Drescher and asked the candidate questions regarding his background and educational goals. Dallin Drescher is committed to attending monthly board meetings and the board discussed the current state of the school. The board considered his strengths, understanding of charter schools, and stellar record passing the LSAT. Dallin Drescher left at 7:08 PM.  
Break from 7:08 PM to 7:16 PM.  
Wade Glathar arrived at 7:16 PM.  
Wade Glathar was introduced along with his background and strengths. He discussed the problems facing charter schools in Utah and maintaining school priorities. The current state of the school and the needs of students were reviewed. Wade Glathar reviewed his experience with online charter schools and his belief in school choice to fit student individual needs. The current board membership and board needs were considered. Wade Glathar left at 7:40 PM.
  - **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(l)(a) to be located in the conference room at UTVA; Amberly Keeler seconded. Motion passed unanimously, the votes were as follows:*
    - *Brian Maxwell – AYE*
    - *Matthew Thue – AYE*
    - *Amberly Keeler – AYE*
 Entered closed session at 7:41 PM.  
Meghan Merideth, William Johnston, Kim Dohrer, Kara Finley, Cole Arnold, Jon Osborne, LuAnn Charles, Desi Wright, Abby House, Tom House, Angela Kreitzer, Becky Seymour, and Jillian Hymas left at 7:41 PM.  
*Brian Maxwell made a motion to adjourn the closed session; Matthew Thue seconded. Motion passed unanimously.*  
Adjourned closed session at 8:10 PM.  
Meghan Merideth, Kim Dohrer, Kara Finley, Cole Arnold, William

Johnston, and Jillian Hymas returned at 8:10 PM.

- **Board Membership Appointment**

*Matthew Thue made a motion to approve Dallin Drescher as a board member; Amberly Keeler seconded. Motion passed unanimously.*

- **Finance Report**

- **Acceptance of State Revenue**

Current state revenue amounts for the month were provided.

*Matthew Thue made a motion to accept state revenue; Brian Maxwell seconded. Motion passed unanimously.*

- **Bank Reconciliation and Payment and Deposit Register**

The board reviewed the bank and PTIF account reconciliations and transactions.

*Matthew Thue made a motion to approve the bank reconciliation; Brian Maxwell seconded. Motion passed unanimously.*

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

The current invoice is the cost of membership with the Utah Association of Public Charter Schools and dues are based on the October 1 count.

*Brian Maxwell made a motion to approve invoices over \$7,500 (UAPCS membership fees up to \$12,468); Matthew Thue seconded. Motion passed unanimously.*

- **K12 Payments**

The current outstanding invoices for K12 were considered.

*Matthew Thue made a motion to approve a K12 payment of \$534,577.26; Brian Maxwell seconded. Motion passed unanimously.*

- **Academica West Payment**

The November Academica West invoice and adjustment based on the October 1 count was reviewed.

*Matthew Thue made a motion to approve the November Academica West payment; Brian Maxwell seconded. Motion passed unanimously.*

- **Review of Monthly Financial Statements**

The statement of financial position and cash flow were explained with regards to the year-end estimates. The board will continue to discuss cash flow at the finance level.

- **Board Business**

- **Policies**

- **Arrest Reporting Policy, Background Check Policy, Child Abuse and Neglect Reporting Policy, Course Substitution Policy, and Parent and Family Engagement Policy**

The policies have been updated to meet state requirements and legislation. The Course Substitution Policy is new and the Parent and Family Engagement policy was renamed.

*Brian Maxwell made a motion to approve the Arrest Reporting Policy, the Background Check Policy, the Child Abuse and Neglect Reporting Policy, the Course Substitution Policy, and the Parent and Family Engagement Policy; Matthew Thue seconded. Motion passed unanimously.*

- **Head of School Evaluation Tool**  
William Johnston provided the redacted evaluation tool and it was reviewed for alignment to school principles.  
*Matthew Thue made a motion to approve the Head of School evaluation tool; Amberly Keeler seconded. Motion passed unanimously.*
- **October 4, 2018 Board Meeting Minutes**  
*Matthew Thue made a motion to approve the October 4, 2018 Board Meeting Minutes; Brian Maxwell seconded. Motion passed unanimously.*

#### **CALENDAR ITEMS**

- November 21-23, 2018 Thanksgiving Break
- December 13, 2018 Board Meeting
- December 7, 2018 All Staff Virtual PD
- December 24, 2018 – January 1, 2019 Winter Break
- January Board Meeting Rescheduled
- January 11, 2019 End of Semester 1
- January 15, 2019 Start of Semester 2

#### **ADJOURN**

- *Matthew Thue made a motion to adjourn the board meeting; Brian Maxwell seconded. Motion passed unanimously.*  
Board meeting adjourned at 8:40 PM.

**Utah Virtual Academy  
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Closed Session**



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*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.*

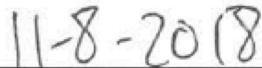
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**AFFIDAVIT**

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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(1)(a).

  
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Brian Maxwell

  
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Date