

**The Minutes of the
Regular Governing Board Meeting
Utah Charter Academies**

March 23, 2021
7:06 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 600, Draper, UT
Board Members Present: Stephanie Henderson, Brad Blanchard, Dee Henderson, Thomas Young
Board Members Absent: Ted Heap
Staff Present: Carolyn Sharette, Jen Walstad, Daniel Baker, David Sharette, Lisa Brunson, Clarke Headlee, Kate York, Tim Evancich, Casey Crellin
Guests Present: None noted

- 1 Welcome
 - 1.1 Upon determining the presence of a quorum, Dee Henderson welcomed the board members that were present at 7:06 pm
- 2 Presentation and Comments
 - 2.1 Minutes from March 2nd, 2021
 - 2.1.1 Motion: To approve the minutes from meeting held March 2nd, 2021
 - 2.1.1.1 Moved: Stephanie Henderson
 - 2.1.1.2 Second: Brad Blanchard
 - 2.1.1.3 Vote: Approved unanimously
 - 2.2 Public Comment - The chair invited public comment. None was given.
 - 2.3 Board Training - Required training by state of Utah - Audit Committee video module (31:50-end) per R277-113
- 3 Consent Agenda
 - 3.1 Motion: To approve the March 23rd, 2021 Consent Agenda (APA Policies, Chapter A, other than A-4.0 UCA-Board Policies which will be moved to a separate section of the policy manual)
 - 3.1.1 Moved: Brad Blanchard
 - 3.1.2 Second: Dee Henderson
 - 3.1.3 Vote: Approved unanimously
- 4 Board Business
 - 4.1 School fees amendments - Kate York
 - 4.1.1 Discussion: This is the second public presentation of the school fee amendments. No changes since the presentation on March 3rd, 2021. No further discussion by the board.
 - 4.1.2 Motion: To approve the amendments to the 2021-2022SY Fee Schedules for Draper 3, West Valley 2 and Salem.
 - 4.1.2.1 Moved: Dee Henderson
 - 4.1.2.2 Second: Brad Blanchard
 - 4.1.2.3 Vote: Approved unanimously
 - 4.2 High School Graduation Policy – Kate York
 - 4.2.1 Discussion: APA requires additional requirements beyond the state’s minimum requirements for graduation. This information was in our administrative handbook. We are adding these standards to our graduation policies. Question about transfer students, and this will be addressed in the transfer student policy that will be reviewed at a future meeting.
 - 4.2.2 Motion: To approve policy G-7.2 High School Graduation.
 - 4.2.2.1 Moved: Stephanie Henderson
 - 4.2.2.2 Second: Dee Hendersoon
 - 4.2.2.3 Vote: Approved unanimously
 - 4.3 Course Grade Forgiveness Policy - Kate York

- 4.3.1 Discussion: Outlined in Rule, this policy states how grades will be replaced when a student repeats a course and achieves a better outcome.
- 4.3.2 Motion: To approve policy G-7.3 Course Grade Forgiveness.
 - 4.3.2.1 Moved: Dee Henderson
 - 4.3.2.2 Second: Stephanie Henderson
 - 4.3.2.3 Vote: Approved unanimously
- 4.4 FY22 Land Trust Plans – Lisa Brunson
 - 4.4.1 Lisa Brunson presented the FY22 Land Trust plans. These plans follow the school’s TSSA Framework, focusing on attracting and retaining high-quality staff, and also allow for purchase of curriculum and technology for each campus. Each campus Land Trust Committee has met and has developed their plan. Land Trust Committees include elected parents at each campus.
 - 4.4.2 Motion: To approve the School Land Trust Plans for FY22.
 - 4.4.2.1 Moved: Brad Blanchard
 - 4.4.2.2 Second: Stephanie Henderson
 - 4.4.2.3 Vote: Approved Unanimously
- 4.5 TSI Plans – Lisa Brunson presented the TSI plans.
 - 4.5.1 Discussion:
 - 4.5.2 Motion: To approve the TSI Plans for Salem, WV1, and WV2 campuses.
 - 4.5.2.1 Moved: Stephanie Henderson
 - 4.5.2.2 Second: Dee Henderson
 - 4.5.2.3 Vote: Approved Unanimously
- 4.6 Management Company Reports
 - 4.6.1 Academic Report - Carolyn Sharette
 - 4.6.1.1 Campus Reports - updated March 2, 2021 and reviewed at prior board meeti
 - 4.6.1.2 On/Off Campus Enrollment Data – Daniel Baker presented the off-campus student numbers which have fallen district-wide to less than 10%.
 - 4.6.1.3 Staff COVID survey data - Daniel Baker presented the Staff Covid Vaccine survey. We believe approximately 78% of our staff members have had covid19, had the covid19 vaccine, or both.
 - 4.6.1.4 USEF Science Awards - Jen Walstad presented that APA had many winners in the state science fair and we are very proud of our excellent students, and grateful to their parents for their strong support and to their excellent teachers. 5 Elementary students placed in the top 5 in their division, and 4 Junior Level students placed in the top 5 in their division, and APA had 2 special award winners including one Broadcom Finalist who will be invited to enter the national Broadcom Science Competition.
 - 4.6.2 Financial Report - Casey Crellin
 - 4.6.2.1 Balance Sheet, Cash Flow, P&L v. Budget, and P&L v. Prior Year Comparative presented.
 - 4.6.2.2 Update on Audits: Crowe Mentor work has been going smoothly. All items submitted for the 4 audits from the state auditor’s office, with no new requests. The CTE auditors have asked for two more submissions of information and it has been submitted. The Squire company will be on site on Friday to finalize the FY2020 audit.
 - 4.6.3 Operations Report - Tim Evancich
 - 4.6.3.1 Auditorium Project – The project is moving forward. The complete set of plans have been bid on. The pricing is higher than the budget. The GC has not yet been selected by the Surety. This should happen soon. BMC was the low bidder. Once the GC is

selected, the GC and design team are working to get the project to fit in the budget. Groundbreaking could be the first week of May.

4.6.4 Compliance Report - Carolyn Sharette

4.6.4.1 Special Education/Compliance Initiatives to ensure: a) a robust system of surveys that will increase the input from appropriate stakeholders on the IEP teams (parents, teachers, case managers, paraeducators, administrators) b) a compliance employee, assigned to special education, who will ensure each IEP meets all compliance requirements, and c) we are instituting an IEP services tracking software system where service providers will record, in real time, the services provided, and connected to the IEP goals.

4.6.4.2 School Fees Risk Analysis - Lisa Brunson

Adjournment by Dee Henderson at 8:41 pm

(Documents related to this meeting are available on request.)

Approved 4/27/21 SH