

The Minutes - Draft
Regular Governing Board Meeting
Utah Charter Academies

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

December 15, 2022
 7:10 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 600, Draper, UT/Google Meet Hybrid Meeting
 Board Members Present: Brad Blanchard, Dee Henderson, Stephanie Henderson, Thomas Young (joined 7:32)
 Board Members Absent: Ted Heap
 Staff Present: Carolyn Sharette, Jeremiah Brennan, Casey Crellin, Kate York, David Sharette, Clarke Headlee, Daniel Baker
 Guests Present: None

- 1 Welcome
 - 1.1 Upon determining the presence of a quorum, Stephanie Henderson welcomed the board members that were present at 7:10 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 October 27th, 2022, November 9th, and November 14th board meetings.
 - 3.2 Motion: To approve the December 2022 Consent Agenda.
 - 3.2.1 Moved: Dee Henderson
 - 3.2.2 Second: Brad Blanchard
 - 3.2.3 Vote:

	DH	BB	TH	SH	TY
Aye	X	X		X	
Nay					
Abstain					

- 4 Board Business - 7:11 p.m.
 - 4.1 APA's Proposed Sex Education Committee - Carolyn Sharette
 - 4.1.1 Carolyn Sharette presented the Sex Education Committee members. Details included in the board brief linked on the meeting agenda.
 - 4.1.2 Motion: To approve the proposed individuals to serve on APA's Sex Education Committee.
 - 4.1.2.1 Moved: Brad Blanchard
 - 4.1.2.2 Second: Dee Henderson
 - 4.1.2.3 Vote:

	DH	BB	TH	SH	TY
Aye	X	X		X	
Nay					
Abstain					

- 4.2 23-24SY School Fee Schedules - Kate York
 - 4.2.1 Kate York presented the proposed School Fee Schedule for the 2023-2023 school year. Details included in the board brief and proposed schedule are linked on the meeting agenda.
 - 4.2.2 Motion: No motion required.
- 4.3 FY22 Audit Final - Casey Crellin
 - 4.3.1 Casey Crellin reviewed the final report from the 2022 fiscal year audit. Details in the final audit report, including financial statements, are linked on the meeting agenda.
 - 4.3.2 Motion: No motion required.

5 Management Company Report - 7:20 p.m.

5.1 Management Accountability Report - Linked on the meeting agenda.

- 5.1.1 Academics - Carolyn Sharette reviewed the Beginning of Year DIBELs/Acadience report, Secondary End of Term Grade Distribution report, and the Elementary and Secondary Missing Work Reports.
- 5.1.2 Campus Highlights - Available for board review and linked on the meeting agenda.
- 5.1.3 Enrollment - Carolyn Sharette reviewed enrollment counts. Enrollment will increase after December as APA does not typically accept new enrollments until after the Winter Break.
- 5.1.4 Human Resources - Jeremiah Brennan reviewed the current open positions.
- 5.1.5 Finance - Casey Crellin reviewed the monthly financial report, including the monthly BVA, and the capital projects budget.

- 5.1.5.1 Alma 3-year Contract Proposal - Casey Crellin presented additional savings by entering into a three-year agreement with APA’s current elementary grading software program, Alma. A procurement committee is not required at this time.
- 5.1.5.2 Mid-year Capital Budget Revision Request - Casey Crellin presented a mid-year capital budget revision request of \$3.6 million, which includes the original approved capital budget of \$1.6 million and adds an additional \$350,000. Casey Crellin reviewed the funding sources now available to fund the increase.

5.1.6 Motion: To approve the contract with Alma as proposed.

5.1.6.1 Moved: Dee Henderson

5.1.6.2 Second: Thomas Young

5.1.6.3 Vote:

	DH	BB	TH	SH	TY
Aye	X	X		X	X
Nay					
Abstain					

5.1.7 Motion: To approve the revised FY23 Capital Budget of \$3.6 Million as presented.

5.1.7.1 Moved: Brad Blanchard

5.1.7.2 Second: Thomas Young

5.1.7.3 Vote:

	DH	BB	TH	SH	TY
Aye	X	X		X	X
Nay					
Abstain					

5.1.8 Compliance - Carolyn Sharette reviewed the completed USU Annual Risk Assessment. APA achieved a perfect risk score of a perfect “Zero”!

5.1.9 Operations - Available for board review and linked on the meeting agenda.

5.1.10 Technology - Clarke Headlee reviewed the Aegis Security app that is ready to deploy. A soft rollout began 12/13/2022. Continuous training will be provided during monthly District meetings and Professional Development. Clarke Headlee reviewed additional, ongoing technology projects, including the D3 10 gig circuit advancing and the D1 Audio renovation.

6 Agenda Items for Future Meetings - 8:12 p.m.

6.1 Next Board Meeting will be held January 2023

6.2 Human Sexuality Curriculum - voting item

6.3 Food Service Program Director, Emily Peery, will be invited to provide updates on the Program.

7 Farewell to Dee Henderson - 8:14 p.m.

7.1 Discussion on the governing board composition. There has been one board application recently submitted. Stephanie Henderson recommended sending out a district-wide application notice similar to past openings. Brad Blanchard recommended expanding the board to 7 members. The board decided to discuss the governing board composition further to include Ted Heap in the discussions before next month’s meeting.

Adjournment at 8:35 p.m.