

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

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

September 28, 2023
7:09 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 600, Draper, UT/Google Meet Hybrid Meeting
 Board Members Present: Thomas Young (remote), Brad Blanchard, Thomas Hortin, Ted Heap
 Board Members Absent: Stephanie Henderson
 Staff Present: Carolyn Sharette, Lisa Brunson, Casey Crellin, Clarke Headlee, Peri Daley, Daniel Baker, Tim Evancich, Jen Walstad, Tim Evancich
 Guests Present: None

1 Welcome

1.1 Upon determining the presence of a quorum, Brad Blanchard welcomed the board members that were present via roll call at 7:09 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 August 24, 2023 Board Meeting
- 3.1.2 Minutes from September 9, 2023 Board Meeting
- 3.1.3 Approval of LEA-Specific Teacher Licenses

3.2 Motion: To approve the September 28, 2023 Consent Agenda.

- 3.2.1 Moved: Thomas Young
- 3.2.2 Second: Thomas Hortin
- 3.2.3 Vote:

	B.B	T.He	S.H	T.Y	T.Ho
Aye	X	X		X	X
Nay					
Abstain					

4 Board Business - 7:12 p.m.

4.1 Social Media Litigation - Ted Heap left around 7:15p.m.

4.1.1 Carolyn Sharette introduced the social media school district litigation. Brad Blanchard provided a more detailed overview of the proposal.

4.1.2 Motion: To approve joining the Social Media School District Litigation represented by Wagstaff & Cartmell.

- 4.1.2.1 Moved: Thomas Hortin
- 4.1.2.2 Second: Brad Blanchard
- 4.1.2.3 Vote:

	B.B	T.He	S.H	T.Y	T.Ho
Aye	X				X
Nay				X	
Abstain					

4.2 Curriculum Additions

4.2.1 Carolyn Sharette provided a second review of curriculum additions. The first review was conducted during the August 24, 2023 Board Meeting. Details are included in the board brief, linked on the meeting agenda. Thomas Young asked if there are any competitors to Waterford. There are three other similar competitors. Thomas Hortin requested that in the future examples of curriculum content are provided in advance. Curriculum content will be gathered after the board meeting and provided to the board.

4.2.2 Motion: To approve the following new curriculum - Writing and Rhetoric, Classical Academic Press, Book 3 (4th), Book 5 (5th), Book 6 (6th) and to approve the Writing and Rhetoric, Classical Academic Press and Waterford curriculum for American Preparatory Academy.

4.2.2.1 Moved: Thomas Hortin

4.2.2.2 Second: Thomas Young

4.2.2.3 Vote:

	B.B	T.He	S.H	T.Y	T.Ho
Aye	X			X	X
Nay					
Abstain					

4.3 Title IVA Grant Application

4.3.1 Lisa Brunson provided the second review of the Title IVA Grant Application, including an explanation of the use of Title IVA funds. Details are included in the board brief, linked on the meeting agenda. The board asked clarifying questions regarding the risks of funding running out and not being reimbursed. The funds are allocated to the State of Utah from the federal government, then reimbursed to the LEAs after the fact. Board approval to submit the Title IV Grant Application is a new requirement as of the last couple years.

4.3.2 Motion: To approve the filing of a Title IVA grant application this year on behalf of Utah Charter Academies

4.3.2.1 Moved: Thomas Young

4.3.2.2 Second: Thomas Hortin

4.3.2.3 Vote:

	B.B	T.He	S.H	T.Y	T.Ho
Aye	X			X	X
Nay					
Abstain					

4.4 Title IA Schoolwide Plans

4.4.1 Lisa Brunson provided an overview of the Title IA Schoolwide Plans for each Title IA campus, including the Comprehensive Needs Assessment. Details are included in the board brief, linked on the meeting agenda.

4.4.2 Motion: To approve the FY24 Title IA Schoolwide Plans for APA-The School for New Americans (WV1) and APA-The Accelerated School (WV2&3) as presented.

4.4.2.1 Moved: Thomas Hortin

4.4.2.2 Second: Thomas Young

4.4.2.3 Vote:

	B.B	T.He	S.H	T.Y	T.Ho
Aye	X			X	X
Nay					
Abstain					

4.5 School Fee Amendments

4.5.1 First Review - Lisa Brunson provided a first review of the school fee amendment to the Secondary AP Test fee increase and new AP test with a new fee amount. The AP test fee has increased to \$100. The new AP test is the AP Seminar/Research exam with a \$140 fee. Details are linked on the meeting agenda. No motion is required for the Secondary AP Test fee increases and a new AP test with a new fee amount. A second review and motion will be available at a future board meeting.

4.5.2 Second Review - Carolyn Sharette and Lisa Brunson provided a second review of the Draper 3 Band and Draper 3 Orchestra fee amendments. The first review was provided in the August 24, 2023 Board Meeting.

4.5.3 Motion: To approve the amendments to the SY23-24 Draper 3 Fee Schedule.

4.5.3.1 Moved: Thomas Hortin

4.5.3.2 Second: Thomas Young

4.5.3.3 Vote:

	B.B	T.He	S.H	T.Y	T.Ho

Aye	X			X	X
Nay					
Abstain					

5 Management Company Report - 7:39 p.m.

5.1 September Management Accountability Report - Linked on the meeting agenda.

- 5.1.1 Academics - Daniel Baker reviewed the Elementary Student Groups Progress Report and DIBELS Acadience Reading Report. Carolyn Sharette and Jen Walstad provided further explanations on the Elementary academic reports. Daniel Baker reviewed the Secondary AP Score Report.
- 5.1.2 Character Development - Carolyn Sharette reviewed the Character Development department highlights, including an update on Constitution Week.
- 5.1.3 Campus Highlights - Available for board review.
- 5.1.4 Enrollment - Lindsey Rees reviewed the current enrollment counts. The enrollment team is focusing on looking for new ways to recruit students and lower attrition rates.
- 5.1.5 Human Resources - Available for board review.
- 5.1.6 Finance - Casey Crellin reviewed the August 2023 monthly financials. Expenses are over, partly due to timing and enrollment. He provided an update on the District Office/Print Shop/Early Learning Center flood.
- 5.1.7 Compliance - Lisa Brunson reviewed the compliance updates to date. There is a settlement agreement with the State regarding the Corrective Action Plan, and APA is in the process of identifying a mentor. The West Valley after school programs had a surprise health inspection and received perfect scores.
- 5.1.8 Operations - Tim Evancich provided an update on pending, ongoing, and completed operations projects.
- 5.1.9 Technology - Clarke Headlee reviewed the ongoing and completed projects, including the results of the flood on technology. Documentation is ongoing with technology performance with assistance in submitting the insurance claims.
- 5.1.10 Transportation - Available for board review in the Management Report.
- 5.1.11 All metrics of the Management Report have been met.

5.2 Carolyn Sharette presented the 2023 Executive Summary and 2024 Strategic Plans Report. Links on the report are active and available. Carolyn reviewed the Power Minds initiative including the new student My Achievement Trackers (MAT) that have been implemented this school year.

6 Agenda Items for Future Meetings - 8:54 p.m.

6.1 Next Board Meeting may be held October 26, 2023

Adjournment at 8:55 p.m.