



## Board Meeting Minutes

Meeting Information	
Date:	Thursday, April 13, 2022
Time:	7:00 pm
Location:	Renaissance Academy, 3435 North 1120 East, Lehi, UT.
Next meeting:	Wednesday, May 11, 2022

Attendee Information			
Board Members		Schoolhouse	Public
x	Ryan Hunter, Board President	Mark Ursic, Executive Director	Mica Hauley
x	Cameron Hughes, Board Treasurer	Stephanie Avery, Dean of Students and Families	Emma Smith
x	Lance Anderson, Board Secretary	Lichelle Watne, Dean of Instruction	
x	Jennifer Lambert, Board Member	Patti Davis, Office Manager	
x	Emily Haleck, Board Member	Emily Depallens, Online Correspondence	

Motions			
#	Motion made by	Motion	Vote
1	Emily Haleck	To approve the March 17, 2022 board meeting minutes.	Cameron Hughes seconded the motion. All voted in favor by name. The minutes were approved.
2	Jen Lambert	To adjourn the board meeting.	Emily Haleck seconded the motion. All voted in favor. The meeting was adjourned.

Time	Topics
7:12 pm	Welcome and Call to Order
7:14 pm	Motion

	<p>Emily made a motion to approve the March 17, 2022 board meeting minutes. Cam seconded the motion. All voted in favor by name. The minutes were approved.</p>
<p>7:18 pm</p>	<p><b>Board Roles</b></p> <p>Since joining the board, Emily has been receiving questions about the purpose and roles of the board. Ryan explained the purpose of the board in an answer to a question from the public as to whether or not we are a part of Alpine School District. As a charter school, we are our own district. Mark was hired as the executive director which is more in line with a super intendent and not a principal. There was a discussion about providing more information to families about the purpose of the board on the website and periodically in newsletters. Emily will spearhead this communication.</p>
<p>7:46 pm</p>	<p><b>Executive Director Update</b></p> <p><i>Financial Update</i>  Mark went through and tightened up a lot of things as we are approaching the end of the year. We received a \$100,000 donation that we don't plan to spending by the end of this school year. This donation would be for upgrading the playground.</p> <p><i>Field trips</i> - There are certain categories like field trips, that we can only spend what we earn that year. Some grades may earn enough to go on three field trips, where other grades may only earn enough to go on one or two.</p> <p><i>Asia Society Grant</i> - We received a donation of \$10,000 from the Asia Society Grant.</p> <p><i>Teacher salaries</i> - We got an additional \$20,000 for teacher salaries that we hadn't originally planned for. For the past few years, we have been able to provide Christmas bonuses. We have been able to do this if we reach our October 1 count.</p> <p><i>Other licensed salaries</i> – we have more money than we budgeted for in this area which includes a counselor and librarian.</p> <p><i>Technical services</i> – the IT company that we contract with have raised their prices. Mark negotiated with them and have agreed upon a new price.</p> <p><i>Janitorial services</i> – There has been an increase in our janitorial services cost which is in part due to the size increase of our building. The company we use is also struggling to keep staff so have increase their pay. Mark has spoken with the company because we have seen a decline in the quality of the cleaning.</p>

	<p><i>Textbooks/curriculum</i> – We haven't purchased new curriculum in a few years. There are some textbooks that are passed on from year to year (Reach for Reading). Other books (such as the math books) are consumable and used by students so new ones are purchased each year. We are lower in this category from what we budgeted.</p>
8:36 pm	<p><b>Operational Update</b></p> <p>We have been focusing on staffing for next year. Admin sent out a survey to the teachers to see who is planning on returning next school year and who is leaving. We have had a lot of teachers say they are looking for a change (many leaving the profession altogether). Stephanie has already started interviewing and hiring teachers for next year.</p> <p>We had an emergency meeting in January regarding a plan for what to do if we hit a certain number of COVID cases. After that meeting, our numbers went down significantly and we never breached the threshold.</p>
8:53 pm	<p><b>Conflict of Interest and Code of Conduct</b></p> <p>These documents will be sent out electronically to the board for digital signatures.</p>
9:00 pm	<p><b>Motion</b></p> <p>Jen made a motion to adjourn the board meeting. Emily seconded the motion. All voted in favor by name. The meeting was adjourned.</p>