



## Board Meeting Minutes

Meeting Information	
<b>Date:</b>	Wednesday, January 12, 2022
<b>Time:</b>	7:00 pm
<b>Location:</b>	Renaissance Academy, 3435 North 1120 East, Lehi, UT.

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

Motions			
#	Motion made by	Motion	Vote
1	Cameron Hughes	To approve the November 10, 2021	Jen seconded the motion. All voted in favor by name. The minutes were approved.
2	Cameron Hughes	To move to closed session.	Lance seconded the motion. All voted in favor by name. The meeting moved to closed session.
3	Jen Lambert	To move from closed session to open session.	Lance seconded the motion. All voted in favor by name. The meeting moved back into open session.
5	Lance Anderson	To close the board meeting.	Jen seconded the vote. All voted in favor by name. The meeting was adjourned.

Time	Topics
7:10 pm	<b>Welcome and Call to Order</b>
7:12 pm	<b>Motion</b>

	Cameron made a motion to approve the November 10, 2021 board meeting minutes. Jen seconded the motion. All voted in favor by name.
7:13 pm	<p><b>Executive Director Update</b></p> <p><i>Operational Update</i>  There have been a number of COVID changes that we are trying to work into our protocols. At the beginning of the year we made adjustments based on what the State said and parent preferences. There have been a couple of modifications from the State on expectations which has been discussed as an admin team. Some of these modifications are already reflected on the website. Strangely, as the cases have gone up, the restrictions seem to have gone down. Alpine School District has decided to do online school this Friday-Tuesday. We have made no decisions in regards to this yet. We have seen a jump in cases in the last week. The biggest problem we've seen with this is staffing. The aides are spending a great deal of their time substituting for teachers.</p> <p>We have funding to conduct interventions for students who demonstrate learning loss as a result of COVID. We are working on the program now which would be teachers providing this support online, after school. We are going to try to roll this out by SEP's in mid-February. We are hoping to work in grade levels and work with kids below benchmark as the first priority and then depending on the recourses we have available, as many kids that need it.</p> <p><i>Building Development</i>  We waited two weeks longer than expected to get desks in the new building. They are almost all put together now. There are some other purchases we want to make as well but will need to be phased in. We have a classroom dedicated to CTE. Mark would like to start a discussion with students and teachers about what they want the focus of the CTE class to be. This would help us to get the CTE room ready for whatever things the kids would be doing.</p> <p><i>Financial Update</i>  At this point we are roughly half way through the fiscal year. We are at about 50% for most categories which is where we should be. We had budgeted \$25,000 in field trip donations. We have a little over \$18,000. We have had to cancel some trips. The paraprofessionals category is a bit higher because the aides are substituting so much this year. The professional and technical services (audit &amp; legal) are a little high for this time of year but that is because they are paid out as needed throughout the year. We are going to make some adjustments to our janitorial services. The curriculum supplies and materials section will need to be adjusted as we are already over in the actual amount though we don't see any new expenses coming in. In our building expenses, you can see our construction costs. All the revenues that were got from the bond were posted in last year causing it to look like a negative number this year.</p> <p><i>Audit</i>  We have used Squire as our independent auditor for the entire time the school has been open. This year, we have run into issues in closing our audit and getting it submitted on time as well as certain concerns they raised towards the end of the audit. One of those concerns is that they initially came to us and said we wouldn't meet our debt coverage ratio. This was a significant and surprising concern. We had a financial advisor who put together a plan for this year and he next for years. Based on the enrolment targets in that model, we meet the covenant. The auditor who has been in</p>

	charge of our account has been doing our account for years didn't know how to calculate the debt to income ration. We did in fact meet that bond covenant at the end of the audit. This is an issue that should be discussed moving forward. We need to decide if we comfortable moving forward with them and if they are willing to accept responsibility for the problems that have happened with this year's audit..
8:10	<b>Motion</b> 52-4-204 Cameron made a motion to move to closed session. Lance seconded the motion. All voted in favor by name.
	<i>Closed Session</i>
9:14 pm	<b>Motion</b> Jen made a motion to move from closed to open session. Lance seconded the motion. All voted in favor by name.
9:14 pm	<b>Motion</b> Lance made a motion to close the meeting. Jen seconded the motion. Meeting was adjourned.