



## Board Meeting Minutes

Meeting Information	
<b>Date:</b>	May 27, 2015
<b>Time:</b>	7:00pm
<b>Location:</b>	Renaissance Academy, 3435 North 1120 East, Lehi, UT. 1 <sup>st</sup> floor in the Rousseau room (southwest corner classroom)
<b>Next Meeting:</b>	June 17, 2015

Attendee Information			
Board Members		Invited Guests	
<b>Attended</b>	<b>Name</b>	<b>Attended</b>	<b>Name</b>
x	Carolyn Bayly, Board Chair	x	Jared VanOrden
x	Mariah Fralick, Board Vice Chair	<b>Public in Attendance</b>	
x	Jennifer Orten, Board Member	<b>Attended</b>	<b>Name</b>
x	Mike Bentley, Board Member	x	Patti Davis
x	Jared Barfuss, Board Member	x	Dylan Hunter
x	Monica Wonnacott, Board Member		
x	Ryan Hunter, Board Member		
<b>Schoolhouse</b>			
<b>Attended</b>	<b>Name</b>		
x	Mark Ursic, Executive Director		
x	Stephanie McCappin, Dean		
x	Holly Lyons, Executive Assistant		

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#	Motion made by	Motion	Vote
1	Jennifer Orten	Jennifer moved to approve the minutes from the April 15, 2015 Board Meeting.	Mike Bentley seconded. All voted in favor.
2	Mariah Fralick	Mariah nominated Jared Barfuss for Board Vice Chair.	Mike Bentley seconded. All voted in favor by name. Jared Barfuss was voted in to the Board Vice Chair position.
2	Mariah Fralick	Mariah moved to go into closed session.	Monica Wonnacott seconded. All voted in favor by name.
3	Mariah Fralick	Mariah moved to close the meeting.	Monica Wonnacott seconded. All voted in favor. The meeting was adjourned at 10:49 pm.
Time			
7:12 pm	<b>Welcome and Call to Order</b>		
7: 12 pm	<b>Approval of Minutes</b> Jennifer moved to approve the minutes from the April 15, 2015 Board Meeting. Mike seconded. All voted in favor.		
7:14 pm	<b>Red apple</b>		

	<p>The operating margin is at 2%, and the desired debt-service ration is 1.1%. Jared VanOrden asked for any feedback regarding the budget detail in the forecast. Next month the forecast will be up for final approval.</p> <p>Jennifer asked why there was a drop in enrollment in April – 9 people left that month. Once the lottery is run, in many cases, families start to withdraw ahead of time if their plans for the next year are taking them away from the school.</p> <p>Mariah and Jared VanOrden discussed the Space Lab Amortization line item 880 on the budget detail report. Jared said it would not go on the report sent to the state.</p> <p>Ryan said a finance meeting would need to be set up.</p>
7:18 pm	<p><b>2015-2016 Budget Presentation</b></p> <p>Some of the major changes with next year’s budget are coming from salary adjustments. Some teachers will receive raises for good performance of 3% or a rare 5%. One of the Chinese teachers was approached by a school in Texas. In order to keep the teacher, Mark had to offer her a raise of over 5%, and then more experienced teachers’ salaries were adjusted.</p> <p>Mark said there is a little up-tick in revenue expected for next year, because the legislature approved an increase in per-student funding. Most schools find immersion teachers through a limited 3 year visa work program. Renaissance has been able to recruit in other ways. The work program is not an ideal situation, because you can only plan on having that teacher for three years.</p> <p>World language is driving a lot of changes to the budget. Mark talked about the H1-B process we have been providing for immersion teachers. Going this route makes our school more attractive to teaching candidates, and after the first three years is almost up, if an immersion teacher plans to stay, and they have been a good fit for the school, Mark offered green card sponsorship. Both teachers currently in this situation said they were committed to stay. Monica suggested finding immersion teachers who have roots in Utah, or some reason that they want to stay here, like family. Mark said they had found a candidate in China who really wanted to be in Utah, but she was not chosen in the H1-B lottery. They had wanted to hire her for the open spot in second grade immersion. The current second grade immersion teacher will teach the older kids next year. To fill the spot, it may be necessary to start the J-1 process for the candidate who didn’t make it through the lottery. She would not arrive until October, but then she would be here for three years.</p> <p>Last minute changes to health benefits will also affect the budget. Last year the benefits plan was practically cost neutral. But last year was a renewal year, and the plan had a significant cost increase. Mark and Jared Barfuss discussed cost-share plans, but the school doesn’t qualify for one.</p> <p>Mark showed a graph with our returning student number – 612 are reenrolled, but some families will still withdraw before the Fall. Susi Blackhurst and Mark have been staying on top of actual enrollment as much as possible by contacting families directly. Mark has been looking for consistent data points to measure our current progress in comparison to past years.</p> <p>Jennifer asked for a conservative guess on the overall enrollment number for next year. Mark said he’s shooting for 704, like last year. Currently those recorded as returning or registered totals 697, with 602</p>

	<p>of those with completed paperwork. If you include all registered with all the current offers out, there is a maximum potential enrollment of 779. The max capacity of the school is 780. Mark said his goal is to get the enrollment number to 704 as soon as possible. There are a total of 82 kids with incomplete paperwork.</p> <p>Mark explained how he and Susi decline offers in order to extend calls to more people. This year they have stayed more faithful to the deadlines than in the past. Jennifer asked if all of the grades have a waitlist. Mark said it is unusual, but that this year no one is on the 5<sup>th</sup> grade waitlist, when typically it is just the 6<sup>th</sup> grade and up that might have no waitlist. Carolyn mentioned the idea of a split-grade classroom. Mark said teachers have hated that setup so much that they have come in to interviews saying that it drove them to look for a new job.</p> <p>Mark and Jared had a meeting regarding marketing in the previous week. In that meeting, Jared talked about how the only variable in a service business (i.e. the school) is the people. Mark said the school is in a strong place in that regard, if we have other schools approaching our teachers to offer them jobs. Jared also said in the meeting that it should be important to make an immediate personal connection with new families. New families need an avenue to get involved, get to know people and communicate with other families.</p> <p>The conversation turned to the fee schedule, which Mark said would remain conservative. There may be a fee for PE so that the Middle School can do more things for PE off campus. This next year there will be two PE teachers.</p> <p>Jared Barfuss brought up a discussion on social hooks. The Administration had a meeting with the FEC in which they discussed budget and fundraising. Mark said the FEC should be the organization to drive social activity such as a movie night on the lawn or localized welcoming committees for new families. Mariah pointed out that the summer programs are a great draw to the school. They create more engagement with the school and bring in potential new students. Mark encouraged the Board to share the summer camp info on their community Facebook pages.</p>
8:16 pm	<i>Mark gave the Board a tour of the spaceship simulator.</i>
8:40 pm	<p><b>Space Center Update</b></p> <p>The projected cost to finish the space center is \$115,000. Up to this point \$80,000 has been spent. Mike asked if the servers and routers had been purchased. Mark answered that the wiring and server racks had been purchased, but not the servers. He said that by the end of June, the building aspects should be finished and by the third week in June, all equipment will have arrived. It will take 2-3 weeks to load the controls onto the computer and to configure the network of the ship, and then the space center should be ready for special showings for 6 weeks before school starts. Mark talked about the fundraising efforts of the Space Edventures team. The fundraising would include buy-ins and giveaways for donating at different levels, including special edition t-shirts and a scale model of the ship (done with a 3D printer).</p> <p>To begin with, only Renaissance Academy students will use the space. But by next summer, when there is time that the squadrons aren't using it, the space may be rented out for events to bring in revenue for the school. Ryan asked if overnight camps had been nixed. Mark said that the school's insurance policy would not cover overnight camps, and so he has been explicit from the beginning about not doing them, although it is clear that the Space Edventures members really hope that will change.</p>

	<p>A news reporter will be coming to the school next week to look at the ship and interview Victor.</p> <p>Ryan brought up long duration missions. He expressed his optimism about the competitions with other squadrons, which would bring in a regular flow of kids from quite a distance. The Space Center will gain a good reputation, and it will build a sense of pride for the school. Mark said that Victor had commented that he's been a part of building 30 ships, and that this will be the best one he's worked on.</p> <p>Along the vein of school pride, Jennifer asked if there was plan for a volleyball team at the school. Mark and Stephanie replied that there was currently no plan for a volleyball team, but that if there were some interest among the students, they would find someone to coach it. There was discussion on the suitability of the gym for volleyball games.</p>
8:55 pm	<p><b>Board Management Delegation May Report</b></p> <p>Mariah asked that as a monthly item of business, the agenda show what areas will be covered by the Board Management Delegation Report. Such as in May, the item of business covered by the BMD report should appear on the Board Meeting Agenda as "Executive Limitations 9 – Outcomes Focus of Grants and Contracts."</p> <p>Mark talked about the grant money Renaissance receives for the immersion program. In order to get the money, every year the school must submit a letter of assurance to say Renaissance is following their best practices. However, one of the assurances you make in the letter is to say the school will provide two teachers – one English, one Chinese. With third grade down 7 kids per class, and considering the difficulty in filling the open immersion spots that naturally result from student attrition, it may prove a better deal to move to one teacher who speaks both English and Chinese, and to forego the grant in the future in order to do this. Mark said it would not be an issue this or next year, but in the following year, this situation would need to be reevaluated to determine the value of renewing that grant. The Board talked over possible solutions to the issue of filling immersion seats. One idea was alternative scheduling for language classes, such as replacing specialties with more language instruction for some languages or grade levels. In expanding upon this idea, the Board and Administration discussed some of the strategic resource allocation it would require.</p>
9:09 pm	<p><b>State Reporting Compliance Update</b></p> <p>Next year's budget is due to the state in June. The State LAND Trust has been submitted, which will purchase computers for the elementary classrooms as discussed in the previous two Board meetings.</p> <p>In June we have the end-of-year upload for budget reconciliation. The deadline to submit immunization records is also coming up. Mark said he believed the school is doing better now with immunizations from a compliance standpoint.</p> <p>Jared asked Mark if he had considered using the LAND Trust money to offset the technology that has yet to be purchased for the spaceship simulator. Mark said the purchase needs of the simulator would not go outside the original projected costs for the project, and he has already informed the grade level teachers about the classroom computers coming in. However, there is still some LAND trust money from this past year, and that may go to cover some of the technology for the simulator.</p>
9:13 pm	<p><b>Suicide Prevention Protocol</b></p> <p>Stephanie reviewed the flowchart she included in the Board folder, which depicts procedures to follow if a student threatens or attempts to commit suicide at school.</p>
9:18 pm	<p><b>SAGE Results</b></p>

	<p>Stephanie presented a chart comparing this and last year's SAGE test results. Mark talked about the standardized testing done at the school before the Common Core, saying that the school placed in the 80+ percentile in the area. One of the reasons the Common Core was put into place was to raise standards, and the three other states that implemented Common Core testing saw the same drop in proficiency. The State said they raised standards because our schools are not competitive in the world marketplace. With SAGE, the best schools get 80%, but schools doing well start in the 60% range. When No Child Left Behind was put in place in 2000, initially the idea was that by 2014, every student would reach 100% proficiency in every subject. But by 2012, high performing schools started reaching compression at 80-85%. Utah opted out of NCLB when they saw it wasn't working. Renaissance did improve from last year to this year with SAGE. The effectiveness of SAGE and the quality of the data it can provide will hopefully be more readily apparent after 7-9 years. Jared Barfuss asked about the testing opt-out rate this year. Stephanie said it was significantly above 5% and similar to last year (closer to 10%).</p>
9:31 pm	<p><b>Parent Survey Results</b></p> <p>Stephanie distributed copies of parent and student survey results. Mariah suggested that the Board take time to look over the data, highlight points of interest and bring them back next month for further discussion.</p> <p>Jennifer asked about when the parent disclosure statement would go out, Mark said it would probably go out at Back to School night.</p>
9:37 pm	<p><b>Board Leadership</b></p> <p>Mariah is leaving the Board next month, creating a vacant Board Vice Chair position. Mariah nominated Jared for the position. Mike seconded the nomination. All voted in favor by name. Jared Barfuss was voted in as the new Board Vice Chair.</p>
9:41 pm	<p><b>Motion.</b> Mariah moved to go into a closed session described under Section 52-4-204, held for: <i>(a) discussion of the character, professional competence, or physical or mental health of an individual.</i> Monica seconded. All voted in favor by name, and the Board took a two minute break before going into closed session.</p>
10:49 pm	<p><b>Motion.</b> Mariah moved to close the meeting. Monica seconded. All voted in favor. The meeting was adjourned at 10:49 pm.</p>