



RENAISSANCE ACADEMY

Board Meeting Minutes

Meeting Information

Date:	Wednesday, June 17, 2020
Time:	7:00 pm
Location:	Renaissance Academy, 3435 North 1120 East, Lehi, UT.
Next Meeting:	Wednesday, July 8, 2020

Attendee Information

Board Members		Schoolhouse	Public
X	Ryan Hunter, Board Chair	Mark Ursic, Executive Director	
X	Nate Sechrest, Vice-President	Stephanie Avery, Dean of Students and Families	
X	Cameron Hughes, Treasurer	Patti Davis, Office Manager	
X	Lance Anderson, Secretary	Ashley Doyle, Executive Assistant	
X	Monica Wonnacott, Board Member	Shelby Dieters, Dean of Instruction	
X	Crystal Huang, Board Member		

Motions

#	Motion made by	Motion	Vote
1	Monica Wonnacott	Approve February minutes	Crystal seconded. All voted in favor. Motion passed.
2	Monica Wonnacott	Approve March minutes	Crystal seconded. All voted in favor, save Cameron, who wasn't present for the mtg in March. Motion passed.
3	Monica Wonnacott	Approve May 13 th & May 27 th minutes	Crystal seconded. All voted in favor. Motion passed.
4	Monica Wonnacott	Approve 2020-21 Academic Goals	Nate seconded. All voted in favor. Motion passed.
5	Monica Wonnacott	Approve 2019-20 Budget	Nate seconded. All voted in favor. Motion passed.
6	Nate Sechrest	Approve 2020-21 Budget	Lance seconded. All voted in favor. Motion passed.
7	Nate Sechrest	Re-elect the board as it's currently constituted, and in the convening year put into place a system for succession (including a term limit)	Crystal seconded. All voted in favor. Motion passed.

8	Monica Wonnacott	Move into closed session to discuss the purposes described under subsection 52-4-205(!)(a) namely, the character/professional competence/health of an individual.	Crystal seconded. All voted in favor. Closed session commenced.
9	Nate Sechrest	End closed session.	Cameron seconded. All voted in favor. Closed session adjourned.
10	Nate Sechrest	Adjourn board meeting.	Cameron seconded. All voted in favor. Meeting adjourned.

Time	Topics
7:08	Nate Sechrest opened meeting. Roll call.
7:09	Monica moved to approve February minutes. Crystal seconded. All voted in favor. Motion passed.
	Monica motioned to approve March minutes. Crystal seconded. All, but Cameron (who was not absent & abstained) voted in favor. Motion passed.
	Monica motioned to approve both May 13 th and May 27 th minutes. Crystal seconded. All voted in favor. Motion passed.
7:11	Vote on potential new board members: The interview with Jen Lambert went well overall. Because it's ideal to have potential new board members attend in-person meetings to get a good feel for whether they would be a good fit, some board members were a bit hesitant to bring her on just yet. Will speak further on this subject in closed session.
7:13	End-of-year Testing: We did not have any end-of-school testing this year due to COVID-19. We are trying to figure out the best way to deal with social distancing and other CDC guidelines. When Mark joins, he can go more into detail about our current ideas/plans.
7:18	Lance joined the meeting.
7:19	<p>Academic Goals: Cameron feels we should focus on not creating so many goals that it becomes unrealistic to reach them. The board hopes to combine and simplify what goals we already have. We will need to remove the DIBELS section of our goals, and recognize that this next year will be focusing on remediation on a large scale.</p> <p>Because the students will have a 6-month lapse in formalized education, we will be testing where kids are at the beginning of next year and then we can form more detailed plans to improve.</p> <p>*Attached to the bottom of these minutes is the final 2020-21 Academic Goals that were revised and approved in this meeting.*</p> <p>We will be making plans to make sure that families feel comfortable sending their kids to school.</p> <p>Per Stephanie, our general plan right now is comprised of the following ideas: for families that do not feel comfortable sending kids to school yet, they will be able to do online learning until probably January. We are hoping kiddos who are enrolled in DLI (Chinese) will be able to come into the building at least a couple times a week for in-person Chinese learning. Another option is to have an AM/PM schedule. Kids will be in the building for 3.5 hours a day, which will push elective/specialty classes to online platforms. Science and social studies will also be online. This will be a four-day schedule with Friday being prep days for teachers and a catch-up day for students. In a survey sent out to teachers, results showed that almost a perfect 50% would prefer teaching online next year.</p> <p>There will not be an online option for Kindergarten, 7th, or 8th grade.</p> <p>We are still waiting to hear the final ruling on the requirement for masks when in the school building. Masks will make teaching really difficult, but we will require them if necessary.</p>

8:01	Mark joined the meeting.
8:04	<p>Academic Goals cont. In briefly reviewing the academic goals discussed earlier, Crystal suggested having teacher surveys given from a third-party instead of directly from admin so they are more likely to be honest.</p> <p>Crystal suggested looking at teacher surveys and determining where changes can/should be made. Per Cameron, if we would like to know if there is teacher-retention problem he suggested we use this year to study our teacher-retention. Lance mentioned that he has heard multiple times that we do indeed have an issue in that regard, but that no one really knows for certain.</p> <p>Cameron asked that Mark look at the goals they've put together and let us know if our administration feels these are valuable and viable goals. The administration will implement 2-3 plans to target improvement as far as teacher-employer relationships.</p>
8:14	Ryan joined the meeting.
8:32	Monica motioned to approve 2020-21 Academic Goals. Nate seconded. All voted in favor. Motion passed.
8:32	Executive Director Update: In putting the bond documents together & responding to the recent audit, we realized that moving forward, our Board Meeting Agendas will be more detailed in order to help us with future audits/research.
	Board Governance: While the policy hasn't changed recently, the board will review the policy on their own time and if there is anything that board members would like to review with others, it can be discussed next month's meeting.
8:46	Fiscal Year 19-20 Budget: We initially budgeted \$128,000 for Net Income, but we will probably be at or around \$62,500. \$72,000 were costs associated to the refinancing of bonds & design of building. In late July, we are set to close on the bonds on the 14 th . Once they are closed on, we should be able to reimburse those funds since it is technically for <i>next</i> school year. If our auditors ask about the difference there, we will be able to show that they are reimbursable costs.
8:54	Monica motioned to approve the 2019-20 Budget. Nate seconded. All voted in favor by name. Motion passed.
9:00	<p>2020-21 Budget: The USBE made a list of prioritized cuts they were making once the cuts being made were finalized. No cuts will be made from last year in the education bracket. Almost no projected revenue has been added for next year, as we won't be doing field trips or extracurricular activities (Space Academy, fundraisers, after-school clubs, etc.). Depending on how COVID regulations go, we may look into bringing back some after-school clubs/activities later in the year.</p> <p>We are not offering full-day Kindergarten this year. Originally we decided not to host full-day due to space issues. This last year we had one Kindergarten class taught in the library, which is what we wanted to avoid this upcoming year (until the expansion happens).</p>
9:04	<p>We reduced the lunch program budget by half (\$10,000) as we won't be providing nearly as many lunches this year. The lunch worker staff will also only be the Manager (Stella Aires) and one other employee opposed to having two in the kitchen and two at the POS.</p> <p>The potential 1.8% increase (per Nate) has not been factored in yet, so this budget is on the conservative side.</p> <p>Enrollment for next year looks a lot like this last year. We started with a large amount of students registered, but naturally those numbers have decreased over the summer. We are projected to end up with 735 students.</p> <p>We pick up money in two programs. We did not get K-3 reading money last year, but we will be eligible next year.</p>

	<p>We are projected to have a net income of \$5.4M next fiscal year.</p> <p>\$954 was spent on library books.</p> <p>Because of changes being made with the new way of teaching, we're going to save approx. \$150,000 by combining certain teachers' jobs/responsibilities.</p> <p>We will also save approximately \$20,000 because of the aide positions we are losing this coming year due to lack of need.</p> <p>Another change is our increased bond payment of approximately \$750.</p> <p>Projected income of \$132,000 for next years' fiscal year.</p>
9:20	Nate motioned to approve 2020-21 fiscal budget. Lance seconded. All voted in favor. Motion passed.
9:26	New Board Member Roles: After some discussion over a change in board member roles, it was decided that we will discuss this when things calm down.
9:42	Nate motioned that we re-elect the board as it's currently constituted, and in the intervening year put into place a system for succession (including a term limit). Crystal seconded. All voted in favor. Motion passed. Current board members will remain the same at this point in time.
	<p>Directors Report: The bond process is going well. Tomorrow we have an investor call to discuss the Bond Book that was sent out last week. There will then be a two-week period where companies can put in offers. We got our approval from the state to move forward.</p> <p>We've made small changes to the remodeling plans to better hit our budget. We are minimizing the remodeling of the student bathrooms, and went with one carpet to be used throughout the school. There will be four colors in the four respective sections of the school like we had before.</p>
	<p>The state puts together a survey to put out to all teachers every two years & when a teacher leaves their position. It gives them an idea of why teachers are leaving, their happiness in the workplace, how long they plan to be a teacher, etc. We (RA) did not add any questions to this survey. The results are anonymous and the results go to the state once taken. We've had pretty good participation this year; 30 people have taken it currently. 90% of the teachers who took the survey said they are proud to tell people where they work. No one said they were not proud.</p> <p>To Monica's question asking if we have access to see other school's results, Mark answered that we do not. The state may take the results and release a cumulative report, but we aren't sure.</p>
	<p>Until our enrollment numbers go up, and we get more and more funding, we won't be able to be as competitive as we'd like with salaries. The more students we have enrolled, the more funding we receive. We would then be able to compete salary-wise with neighboring schools/districts. If we had 800 students enrolled, we would be able to offer a \$50,000 starting salary to teachers.</p> <p>This last year we talked to our teachers about reaching out and trying to help us hit goal enrollment numbers. Crystal suggested also bringing it up to families that attend RA to get them involved again.</p>
10:33	Monica motioned to go into closed session. Crystal seconded. All voted in favor. Motion passed.
11:16	Nate motioned to end closed session & move back into open session. Cameron seconded. All voted in favor by name. Closed session adjourned.
11:17	Nate motioned to adjourn the meeting. Cameron seconded. All voted in favor. Meeting adjourned.

2020-2021 Annual School Goals

Overview:

Per our Charter and Global Ends Policy, the board is to decide academic progress and school improvement goals each year. With school expansion approaching in the near future, a 3rd section for “strategic and organizational goals” will be added, with the purpose for Mark to have the free reign to delegate any academic progress and school improvement goals out and personally focus on strategic and organizational goals.

The board will decide on the “objectives” and “evaluation criteria” while our executive director, Mark Ursic, will decide on the “strategy” and “action steps”. Our goals/objectives should include concise, measurable, and achievable goals and objectives that will allow RA to move towards the path to success.

Proposed template:

1. Objective/Goal
 - 1.1. Evaluation Criteria 1
 - 1.2. Evaluation Criteria 2

PROPOSED GOALS:

STRATEGIC AND ORGANIZATIONAL GOALS

1. Improve Admin-Teacher Relations
 - Mid-year teacher survey conducted by 3rd-party or board. Pick 3 improvements to be implemented for the second half of the year.
 - End-of-the-year teacher survey conducted by admin. 3 Improvements implemented by Admin based on the mid-year teacher survey by the end of the year (June 2021).
 - Teacher Retention study to be carried out by admin.
 - Admin to identify 3 improvements based on the teacher retention study by June 2021.

ACADEMIC

1. Balanced Literacy goals to be created by Admin based on new state recommendations. Admin will update this goal.
2. Evaluation of distance-learning outcomes
 - 2.1. Testing at the beginning of school year to evaluate knowledge retention/learning from 2019-2020 school year
 - 2.2. Identify and implementation of 2-3 areas for growth to be made from above evaluations

SCHOOL IMPROVEMENT

1. Create and Standardize a 2020-2021 distance education program.
 - 1.1. Implemented 100% for all teachers involved with online program.
 - 1.2. A mid-year and end-of-the-year report on family engagement rates and satisfaction rates. Record measures on academic growth.
 - 1.3. Pick 2-3 improvement points from mid-year report and implement them for the rest of the year.

2. Renovations and Expansion plan
 - 2.1. Meets approved timeline and requirements
 - 2.2. Meets approved budget