



## Board Meeting Minutes

Meeting Information	
<b>Date:</b>	May 18, 2016
<b>Time:</b>	7:00pm
<b>Location:</b>	Renaissance Academy, 3435 North 1120 East, Lehi, UT.
<b>Next Meeting:</b>	June 15, 2016

Attendee Information		
Board Members		Invited Guests
<b>Attended</b>	<b>Name</b>	
x	Carolyn Bayly, Board Chair	
x	Jared Barfuss, Board Vice Chair	
x	Ryan Hunter, Board Member	
x	Jennifer Orten, Board Member	
x	Monica Wonnacott, Board Member	
	Chris Wareham, Board Member	
	Mike Bentley, Board Member	
<b>Schoolhouse</b>		
<b>Attended</b>	<b>Name</b>	
x	Mark Ursic, Executive Director	
	Stephanie McCappin, Dean	
x	Patti Davis, Office Manager	
x	Emily Simons, Executive Assistant	

Motions			
#	Motion made by	Motion	Vote
1	Ryan Hunter	Approve the minutes from the April 20, 2016 Board Meeting.	Monica Wonnacott seconded the motion. All voted in favor.
2	Monica Wonnacott	Approve the School LAND Trust Plan as proposed by Mark Ursic.	Jared Barfuss seconded the motion. All voted in favor.
3	Ryan Hunter	Table the following agenda items: <ul style="list-style-type: none"> <li>- Grievance Policy</li> <li>- 2016-17 Budget Presentation</li> <li>- Executive Limitation 9 Review</li> <li>- GATE Program progress Report</li> </ul>	Jennifer Orten seconded the motion. All voted in favor.
4	Ryan Hunter	Motion to move to closed session "described under Section 52-4-204 for: (a) discussion of the character, professional	Jared Barfuss seconded the motion. All voted in favor by name.

		competence, or physical or mental health of an individual and (d) strategy session to discuss the purchasing, exchange, lease or sale of real property.”	
5	Monica Wonnacott	Close the Board Meeting.	Ryan Hunter seconded the motion. All voted in favor.

Time	
7:15pm	<b>Welcome and Call to Order</b>
7:17pm	<p><b>Motion:</b> Ryan made a motion to approve the minutes from the April 20, 2016 Board Meeting with the following corrections:</p> <ul style="list-style-type: none"> <li>- Through the process, we have to earn a specific rating.</li> <li>- There will be an amendment to the policy to make clear the guidelines for all stakeholders.</li> </ul> <p>Monica seconded the motion. All voted in favor.</p>
7:17pm	<p><b>SAGE/Utah Core Standards Review</b></p> <p>A letter was submitted from the governor to the State Board of Education suggesting that everybody should reconsider the use of the Utah Core Standards for learning. The reason was it causes a lot of issues for people and that we should come up with something that works for everybody. There would be some consequences of doing that. One of those is that there has been a lot of money and work to go into developing the SAGE test. It seems as though each year it is taken less seriously. There have been an increasing number of students who opt out of the test. We have had some problems with our SAGE scores this year. We have used the results to plan Professional Development for the teachers for the following year however this year the results have been significantly lower. The Board discussed possible reasons for why the scores are significantly lower this year.</p>
8:04pm	<p><b>School LAND Trust Plan</b></p> <p>The plan we submitted was declined. In order to purchase technology using LAND Trust, it must be something that the students can physically use. Mark proposed instead, to use the LAND Trust money to hire support staff for the Chinese immersion classrooms. For the past few years, we have had teachers come for the year through the Confucius program to help in the immersion classes. However, they are now discontinuing that program.</p>
8:09pm	<p><b>Motion:</b> Monica made a motion to approve the School LAND Trust Plan as proposed by Mark to hire support staff for the Chinese immersion classrooms. Jared seconded the motion. All voted in favor.</p>
8:22pm	<p><b>Reporting Calendar</b></p> <p>June is a more significant month than May in terms of the reporting calendar. The only thing that would apply in May is the UPIPS Improvement plan which stands for “Utah Program Improvement Planning System for Special Education.” It is a Special Education report that is an ongoing five-year cycle where they review their performance as a department and set goals. The State is in charge of monitoring them and at the end of every year the State gives them a report that shows their performance. A lot of it is based on student proficiency and what kind of growth they have seen. There is also a financial component that measures whether or not they are appropriately spending money they need to and if they are meeting their obligations. Kim Beck, our Special education Director, has already turned in this report for this year.</p>

	In June we have budget considerations where we will make amendments to this year's budget. The Board will also vote to approve next year's budget. We have a couple academic reporting that we will need to review.
8:27pm	<p><b>Audit Committee</b></p> <p>The state wants a specific plan of what metrics are going to be observed to test internal controls to make sure that there is compliance on the part of the school. The role of the committee should be to check-list those things and highlight anything that isn't being covered. Everyone should become more familiar with the policies we do have. A lot of the processes we have in-house have to do with how we handle money and what the internal controls are to make sure we have appropriate oversight. There was a discussion on who should make up the audit committee. The Audit Committee will be made up of an outside CPA, the FEC Treasurer and three board members. This committee will meet each month before Board Meeting in a closed meeting.</p>
9:07pm	<p><b>Teacher Compensation Plan</b></p> <p>Mark went over the plan for teacher compensation. The school started with its own chart. Over time, several different things happened with Alpine School District chart which eventually made the two charts not correlate. Teacher salaries will be based on...</p> <ul style="list-style-type: none"> <li>- Base salary</li> <li>- Extended day premium (our days are 30 minutes longer than traditional school days)</li> <li>- Training stipend (for the week of training before school starts)</li> <li>- Merit</li> </ul>
9:38pm	<p><b>Financial Update</b></p> <p>We are 92% through the school year. Most of our expenses are in the 80% range. There are a few items that are over but in about half those cases, they are over in revenues. As far as expenses go, anything that is over is things that we can absorb. Next month we will have an amended budget to vote on. This will be based on the forecast the Board went over in the last meeting.</p>
9:41pm	<p><b>Safety &amp; Security Plan</b></p> <p>Mark and the Board discussed ideas to increase security at the school. There are two major components to this plan. One of those is change in practice and employee training and the second is investing in physical security things. Mark suggested first securing the perimeter around the school. That would include an automatic gate on the side and a camera system that we could monitor from the front desk. Other ideas were mentioned as well. This plan will be further discussed in the June Board Meeting</p>
10:03pm	<p><b>Motion:</b> Ryan made a motion to table the following agenda items:</p> <ul style="list-style-type: none"> <li>- Grievance Policy review</li> <li>- Draft of 2016-17 Budget Presentation</li> <li>- Executive Limitation 9 review</li> <li>- GATE Program Progress Report</li> </ul> <p>Jennifer seconded the motion. All voted in favor.</p>
10:04pm	<p><b>Motion:</b> Ryan made a motion to move the meeting to closed session "described under Section 52-4-204 for: (a) discussion of the character, professional competence, or physical or mental health of an individual and (d) strategy session to discuss the purchasing, exchange, lease or sale of real property." Monica seconded the motion. All voted in favor by name. Meeting moved to closed session.</p>

11:20pm

**Motion:** Monica made a motion to close the May 18, 2016 Board Meeting. Ryan seconded the motion. All voted in favor.