



RENAISSANCE ACADEMY

Board Meeting Minutes

Meeting Information

Date:	Wednesday, April 14, 2021
Time:	7:00 pm
Location:	Renaissance Academy, 3435 North 1120 East, Lehi, UT.
Next Meeting:	Wednesday, May 11, 2021

Attendee Information

Board Members		Schoolhouse	Public
x	Ryan Hunter, Board Chair	Mark Ursic, Executive Director	Jen Lambert
	Nate Sechrest, Vice-President	Stephanie Avery, Dean of Students and Families	
x	Cameron Hughes, Treasurer	Patti Davis, Business Manager	
x	Lance Anderson, Secretary	Allie Trounce Executive Assistant	
x	Monica Wonnacott, Board Member		

Motions

#	Motion made by	Motion	Vote
1	Cameron Hughes	Approved March 10 th Minutes.	Second Monica Wonnacott. Roll call: Cameron yes, Lance no, Monica yes. (Passed 3 to 0 to 1)
2	Monica Wonnacott	Close Meeting	Second Lance. (Passed 4-0.)
3			
4			

Time	Topics
7:04 Pm	Ryan Hunter opens board meeting and welcomes all. Roll call: Cameron Hughes, Lance Anderson, Monica Wonnacott, Jen Lambert, Mark Ursic, Patti Davis, Stephanie Avery, Allie Trounce.
	Executive Director Update (Mark Ursic
	Construction Project Update: Construction had a late start but our projected move in date is scheduled for October 1, 2021. There have been a number of issues such as: Cost and material availability. Concrete has also been delayed. Material costs for metal, steel and wood from vendors has go up significantly. Regardless, we have been able to stay on schedule. Due to budget issues

	<p>we are looking for other revenue within the budget to cover additional costs. A meeting with the project manager will be scheduled next week to address time line and budget.</p>
	<p>Parent & Staff Surveys</p>
	<p>Staff Survey: Two years ago, the State came out with a standardized survey requiring RA to administer. It is difficult to address problems or issues in anonymous surveys. The State will also receive a copy of the results. The State survey is more simplified and not as in depth as other in-house surveys RA has put out in the past. Over all this survey addressed most of the issues at hand. School Climate Survey 47 employees responded to the survey. The overall results are positive.</p> <p>Parent Survey: Many of the same questions were asked. 92% of parents feel they have had great support to their students this year 2020/2021. Parents recognize teachers and staff have given their all under the pandemic circumstances. Very positive feedback overall. Parents would like more positive feed back when students are doing well. Via: text, email, note, phone call. etc. Teachers feel they are doing well at this but parents survey feedback shows room for improvement. Teachers have the opportunity to reach out to parents on positive accomplishments and behaviors. (Mark and Stephanie would like to make this a priority.) In addition, Parents and Students feel RA is a safe environment. Overall teachers and staff feel RA is a positive environment to work in. From a Communities perspective, 97% feel RA is a positive school and environment. This is amazing statistics!</p> <p>Covid has been very stressful on new teachers and the best thing to happen next year is to return to normal.</p>
	<p>Internal Survey: (Stephanie Avery)</p>
	<p>This is not State required. A much more informative survey because it is not anonymous and Stephanie can address issues with staff one on one.</p>
	<p>Review Conflict of Interest:</p>
	<p>The State requirement outlines what is a conflict of interest and how to handle for a board member. If there is a conflict of interest with a board member, it needs to be disclosed in an open board meeting on the record and made everyone aware. Also, in a situation where the board and committee are aware of a conflict of interest and choose to move ahead a form is filled out by the board member that documents in writing what the conflict is. This means, the board member may be removed from certain discussions or motions. The choice to move ahead will be made by the board in open fashion in a board meeting. The disclosure is documented and kept at the school. (Relationships need to be public knowledge.) A RA employee can not hold a position on the board due to conflict of interest. Mark will email an acknowledgment form for the board and committee to review, sign and return to the school.</p>
	<p>Internal Audit: We need to put together an Internal Audit Committee. Cameron and Mark will work together to make this happen. Everyone on the board is required to do the basic training found on the State Web Site. Required training for all board members and what are the responsibilities of the board. Reason for training: Internal Audits will become more visible and an important part of the boards function to oversee the financial controls of the school. The State ideally would like to have an outside member on the committee for another critical eye who is not directly invested in the school's success. We will discuss next meeting after training regarding an outside member added to the board with Internal Audit experience.</p>

	<p>Action Item: All Board and Committee members will complete the State training modules 1 and 2 before the next Board Meeting and report back regarding the LEA Audit Committee Training.</p>
	<p>Financial Report: Revenues for local and afterschool programs etc...are lower this year due to Covid restrictions as expected. With government funding we will continue to feed students all summer through September as needed. SPED money is on target for the year. Legislators put together for teachers and administrators a onetime bonus for working through covid approximately \$1,500. These funds were not budgeted as they came in half way through the school year and went directly to the staff. Which also helped increase revenue. Labor burdened costs have been adjusted upwards for teachers ‘salaries. Substitute teachers’ expenses are lower due to our aides filling in on those duties due to Covid. In a typical year we would use an outside service and costs would be higher. Office salaries are trending on budget and well and aides. Retirement plans have roughly 3 pay periods left and currently at 98% of the budget with funds there to cover the next 3 pay rolls. Retirement budget is always fluctuating due to not knowing how many employees will enroll in the program.</p> <p>Health Insurance is also predicted to be less and fewer employees have used their benefits this year. PTO time is also a guesstimate and needs a reserve for June in case employees want to cash out their PTO time at the end of the year. Over all, we are in good shape at this point of the year.</p>
	<p>Student Academic Performance Review: Stephanie Avery</p> <p>Given Covid, distance learning and all the changes of this year we have the following assessment information. We did just get a Dibels comparison data point back for the State for the beginning and middle of the year and will be doing end of the year Dibels testing next week. Testing in general we did well compare to other schools in the State. 1st grade – 3rd grade showed some growth this year but not as much as we would like to see. Our Kindergarten population was the biggest area of concern. The students did not maintain their skills or develop enough to keep the proficiency percentage up to where it was at the beginning of the year. A 14% percent decrease across the board has been very concerning. We are immediately working on individualized intervention plans for each of these students that have not made proficiency growth or have gone backwards. Masks have played a hard part for kindergarteners learning phonics, hearing correctly and watching their teachers mouth. Kindergartener’s nationwide has suffered. Online is also very difficult and attention span being low. 1 grade through 3rd grade is still doing ok but not as good as it could be. Land Trust Money will go to assist in reading, math and early intervention which is the best way to go in helping our students succeed. Reading results are also concerning and summer programs may be an option. We will have access to I-Ready programs which will support reading and math to help students who are struggling. Many students coming to RA from out of State have been home schooled for the past year and will be behind and we will need to identify the learning holes in the new student’s RA will see. Covid relief funds will be spent on new chrome books and should also be used for summer services to address learning losses. Next year the State will introduce a math fluency assessment that will be similar to Dibels. Students will be tested at the beginning, middle and end of the year. It will be required that RA have a math specialist program and a licensed professional to lead that program.</p>

	<p>Lottery and Enrollment Update: The lottery was completed last month. We currently have no one on the waiting list for grades. We have offered more seats than available because students will drop off. We have new students coming in weekly and we will do marketing as we know what kind of attrition we will have. Numbers should be very similar as last year and not a huge increase. We are seeing more students from out of State this year and RA has a very positive recognition from the community.</p>
	<p>Ryan Hunter: 2020/2021 Board Goals Review Discussion: Prepare to review in May. We do need to focus in on next year’s goals. We need members added to the board. Nate Sechrest is stepping down. Jennifer Lambert is available to participate. May move vote for Jen to join the board date up and may finish Nate’s term. Recruiting more people to the board and reaching out to new families by email is very important.</p> <p>Items of Business for next meeting: Non-voting items.</p> <ol style="list-style-type: none"> 1. Voting on new board member in May’s Meeting. 2. Board member recruiting as a discussion item. 3. Reviewing the 2020-2021 Board Goals Discussion.
10:29Pm	Close meeting: