



Board Meeting Minutes

Meeting Information	
Date:	April 20, 2016
Time:	7:00pm
Location:	Renaissance Academy, 3435 North 1120 East, Lehi, UT.
Next Meeting:	May 18, 2016

Attendee Information	
	Board Members
Attended	Name
x	Carolyn Bayly, Board Chair
x	Jared Barfuss, Board Vice Chair
x	Ryan Hunter, Board Member
x	Mike Bentley, Board Member
x	Jennifer Orten, Board Member
x	Monica Wonnacott, Board Member
x	Chris Wareham, Board Member
Schoolhouse	
Attended	Name
x	Mark Ursic, Executive Director
x	Stephanie McCappin, Dean
x	Patti Davis, Office Manager
x	Emily Simons, Executive Assistant
Invited Guests	
Erin Preston from Lear & Lear	
Public in Attendance	

Motions			
#	Motion made by	Motion	Vote
1	Jared Barfuss	To approve the proposal by Lear & Lear.	Ryan Hunter seconded the motion. All voted in favor.
2	Ryan Hunter	To approve the meetings from the March 23, 2016 Board Meeting.	Jared Barfuss seconded the motion. All voted in favor.
3	Ryan Hunter	To move the meeting to closed session	Monica Wonnacott seconded the motion. All voted in favor.
4	Ryan Hunter	To close the April 20, 2016 Board Meeting.	Jennifer Orten seconded the motion. All voted in favor.

Time	
7:10pm	Welcome and Call to Order
7:11pm	Borrowers Counsel Erin Preston was in attendance representing her firm, Lear and Lear. They submitted a proposal for the Borrowers Counsel RFP. Erin has been involved in Charter Schools for a long time. We received proposals from three different firms. Mark went through and compared

	<p>each of the firms (pricing, past experience). The Borrowers Counsel is the one that represents the school, they issue the letter that confirms we are a 501c3 and that everything in the documents is correct. Through the process, we have to earn a specific rating. Then we have to go through the State Charter Board who has to authorize the school as a school in good standing. Following that, we go to the State Treasurer's office where that process is repeated with additional components. We work with one of the licensed FA's who provide the financial analysis while the Borrower's Counsel puts together the deal. There is also a secondary counsel, which is the State's Borrower's Counsel which represent the State's interests. There is also the counsel on the underwriter's side ensuring the bonds are created in such a way they can be sold on the market for the lowest rate possible. After some discussion, the Board had a few questions for Erin. She said that the process would probably take about 6 months. Mark recommended accepting the proposal from Lear & Lear.</p>
8:07pm	<p>Motion Jared made a motion to approve the proposal from Lear & Lear as recommended by Mark. Ryan seconded the motion. All voted in favor.</p>
8:18pm	<p>Motion Ryan made a motion to approve the minutes from the March 23, 2016 Board Meeting. Jared seconded the motion. All voted in favor.</p>
8:19pm	<p>Financial Update Mark provided the Board with a spreadsheet that looked similar to the spreadsheet that Red Apple used to provide. He put together some projections for the expansion. The spreadsheet includes columns for the approved budget and the adjustment to the budget based on the October 1 count. Patti has been diligent in working with and cleaning up Quickbooks. The purpose of the report every month is to make sure we come in on the budget the Board approved and so we can meet our bond covenants. In order to do that, we take the information out of Quickbooks and put it into this report. We have two months to get it dialed in to where we can do our final amendment. There are still some significant things that need to be worked out. Part of what Patti is doing is working with Squire to make sure that things are categorized in the right place and showing up in the right reports. The other columns in the report are our projections that Mark has used in application to the State for expansion. One of the ways that would be good to use the money next year is to buy buses. The application for expansion went in today. It was a little past their deadline. The reason for that is because the application had to have certain things from the State that we had to wait on. They are changing the application process. We are the first ones trying to comply with this new process. We need two Board approvals so we need to get on the agenda for the May meeting.</p>
9:12pm	<p>Policy Review There was an issue that was brought to the Board's attention so the Board reviewed some policies that would play a role in this situation. The issue had to do with cyber bullying so the policies that were reviewed were the Grievance Policy and the Suspension Policy. The policy has a list of consequences based on whether the action was a minor or severe infraction. Administration reserves the right to determine whether the infraction was minor or severe. If someone is not happy with the decision, through the grievance policy, they can come to the Board. The Board's responsibility would then be to review the decision and make sure it falls in line with the policy. The current Grievance Policy is directed primarily for the employees.</p>

	There will be an amendment to the policy to make clear the guidelines for all stakeholders if they have any concerns and would like to come to the Board. The Board will review this at the next Board meeting.
9:30pm	Middle School NY/DC Trip Julie Walker has put this trip together for the Middle School to go to New York and Washington DC. Julie has put together a release form that the parents have to sign. She also has a document that is a disclosure statement for the parents to know the expectations of the students and the consequences if they do not follow the rules. There will be a parent meeting soon to discuss all of the details. She is going to try and tape the meeting for those parents who can't come and have them sign a form saying that they watched it. Julie and Stephanie are both going on the trip along with parent chaperones.
9:33pm	GRAMA Request There are no further updates since the last month's Board Meeting on the GRAMA request.
9:34pm	Report Calendar This is the time of year when we start to work on the budget. Mark is going to make some adjustment to this. There will be some things to discuss at the next Board Meeting. If the Board has any questions that they would like for Mark to bring to the next meeting, they will let him know.
9:40pm	Motion Ryan made a motion to move to closed session described under Section 52-4-204 will be held 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.
10:05pm	Motion. Ryan made a motion to close the Board Meeting. Jennifer seconded the motion. All voted in favor.