



Board Meeting Minutes

Meeting Information	
Date:	Wednesday, February 15, 2023
Time:	7:00 pm
Location:	Renaissance Academy, 3435 North 1120 East, Lehi, UT.

Attendee Information			
Board Members		Schoolhouse	Public in Attendance
x	Cameron Hughes, Board President	Mark Ursic, Executive Director	Jenny Buck
x	Jennifer Lambert, Board Member	Stephanie Avery, Assistant Director/Dean of Students and Families	Murial Xochimitl
x	Emily Haleck, Board Member	Patti Davis, Business Manager	
x	Jared Barfuss, Board Member		

Motions			
#	Motion made by	Motion	Vote
1	Jared Barfuss	To approve the January 11, 2023 board meeting minutes.	Emily Haleck seconded the motion. All voted in favor by name. The minutes were approved.
2	Jen Lambert	To close the board meeting.	Emily Haleck seconded the motion. All voted in favor by name. The meeting was adjourned.

Time	Topics
7:03 pm	Welcome and Call to Order
7:05 pm	Public Comment

	<p>Murial Xochimitl addressed her concerns and frustrations about receiving 24 hours notice to drop her daughter off at school at a different time than normal. This situation is very difficult for working parents.</p>
<p>7:09 pm</p>	<p>Motion Jared made a motion to approve the board meeting minutes from the January board meeting. Emily seconded the motion. All voted in favor by name.</p>
<p>7:10 pm</p>	<p>Executive Director Update <i>Financial Report</i> As of February, we are about 66% through the fiscal year. At this point in the year, things are looking well financially. There have been a few updates/changes that were discussed last month.</p> <p>The miscellaneous donations and income is something we typically don't have a lot of. These donations came from the program, Eventbrite which was used for people to sign up for after school clubs and summer programs. There is about \$15,000 in there.</p> <p>For a Special Ed add-on we are getting \$228,000. Mark has checked and confirmed this number is correct.</p> <p>Professional time – the State has said each teacher should put together their own schedule for professional development and the school will pay a certain amount for the extra time this takes outside of contract hours. Our original budget was \$63,000 but we have been allocated more bringing it up to \$79,000.</p> <p>Our original budget for revenues was \$6.7 million and we will be closer to \$7.1 million. Most of that increase is the Special Ed money. This will allow us to cover more of our Special Ed expenses.</p> <p>PTO Pay out – in June we pay out unused paid time off. We cashed out for someone who came back and said they wanted the PTO instead so that was credited back into the budget.</p> <p>The rest of expenses look on target.</p> <p>Field trips – the field trips we go on is determined by the amount of donations that we receive. Stephanie put together a spreadsheet with all the planned field trips and how much it would cost. This is why parents get lots of emails/requests for donations. The FEC has pledged \$2,000 to add to the field trip donations from funds they've received. This money would be distributed across all grades.</p> <p><i>Accreditation Update</i></p>

	<p>Since our last meeting we have sent out some student surveys. The first survey that Mark showed was the one taken by elementary students in grades 3-5. We had 148 responses from kids. Some of the questions that are asked are if the kids see/do certain things that the accreditation team wants to see. The first few questions are about the kids being involved with their own education. The next few questions are about how teachers are applying it in the minds of the students. The next survey is for 6th-9th grade. The results of this survey have been positive and will help facilitate discussions with teachers and how they can improve in their classrooms. As admin goes through these surveys over the next month, there will be communication to parents regarding the results.</p> <p><i>Board Committee Needs</i></p> <p>They suggest that there be three people on each committee. Given the fact that our board is smaller, would it be better to cover as a board all together rather in committees of three. The audit committee is the only one that is required and would be its own committee as it would have members that are not a part of the board. The board agreed that these topics that are suggested, be standard discussions amongst the board.</p> <p><i>Board Training</i></p> <p>There are certain trainings that are required that have typically been done in board meetings so that it is on record. There are usually 3-4 of those per year. They don't have to be done during board meeting and could be done by the board members on their own. Mark suggested we categorize the trainings. The first category would be mandatory trainings. Another category would be trainings that aren't necessarily required but would be beneficial for the work we are currently engaged in. A third category would be things that could be of interest to board members if they would like. Another category would be onboarding for new board members. The board liked the idea of the categories as well as doing the trainings on their own and then discussing later in board meeting.</p>
8:28 pm	Murial further explained her frustrations that she brought up earlier. This will be an admin discussion and they will follow up with Murial in the next two weeks.
8:30 pm	<p>Motion</p> <p>Jen made a motion to close the board meeting. Emily seconded the motion. All voted in favor by name. The meeting was adjourned.</p>