



Board Meeting Minutes

Meeting Information	
Date:	Wednesday, February 9, 2022
Time:	7:00 pm
Location:	Renaissance Academy, 3435 North 1120 East, Lehi, UT.
Next meeting:	Wednesday, March 9, 2022

Attendee Information	
Board Members	Schoolhouse
x Ryan Hunter, Board President	Mark Ursic, Executive Director
x Cameron Hughes, Board Treasurer	Stephanie Avery, Dean of Students and Families
x Lance Anderson, Board Secretary	Patti Davis, Office Manager
x Jennifer Lambert, Board Member	Emily Depallens, Online Correspondence
x Emily Haleck, Board Member	

Motions			
#	Motion made by	Motion	Vote
1	Cameron Hughes	To approve the January 12 and 24 board meeting minutes.	Emily Haleck seconded the motion. All voted in favor. The minutes were approved.
2	Jen Lambert	To close the board meeting.	Emily Haleck seconded the motion. All voted in favor. The meeting was adjourned.

Time	Topics
7:20 pm	Welcome and Call to Order
7:22 pm	Motion Cam made a motion to approve minutes from the January 12th and 24th board meetings. Emily seconded the motion. All voted in favor by name. The minutes were approved.

7:27 pm

Financial Update

Field Trip

We have brought in almost the budget amount of \$25,000. We are about \$6,000 short. Stephanie looked through all the field trips that grades wanted as well as the budget we had. We need \$1,600 for the Middle School field trips. We are short there because we typically charge a field trip fee but we haven't. We will pay for that through the general operations fund.

Local Revenue Sources

Local revenue is money that is made at the school (donations, Kindergarten fees, etc.). We are at about 63% of that total for the year. A large part of that is donations. Mark is working on a fundraising campaign where donors agree to match other's contributions. We will start this now, raise the money till the end of the school year and it will be used to make upgrades on the playground.

Basic Funding from the State

This is money that comes from the headcount. We got a little bump in K-12 funding and professional staff.

Special Education Budget

None of the Special Education money changed from the original budget.

Professional Learning Grant

There was a bump in professional learning grant money. They have upped funding in some categories.

YTD Budget

Right now, our budget is 6.6 million year to date. We have received \$3.7 million so we are right on target at about 56%.

Expenses

Our expenses look good. One area that is over is paraprofessionals which is due to our aides are subbing so much this year. We are at about 70% of that budgeted so we'll have to adjust that between now and the end of the year to cover the rate.

Professional/Technical Services

The professional and technical services category is high but those are frontloaded costs (legal, audit services) and is at about 70%. Many of these are one-time payments that we have already made.

	<p><i>Utilities</i> We need to make an adjustment for garbage as we have upped it to 5 days a week. We will wait a month just in case that was from new building</p> <p><i>Total Expenses</i> Total expenses look really high because of those building costs that were split between this fiscal year and last. If you take out the one-time money (facilities, financing, etc.), we are projecting a surplus at end of the year of about \$250,000. This is more than we would have originally budgeted for, in part due to the school lunch program.</p> <p><i>Lunch room</i> Now that the lunch program is free, we are almost doubling the amount of lunches we are providing. The money we are getting in from the federal government for the lunch program is more than we've ever gotten. At the end of the year, that program will be sitting between \$80,000 and 100,000 in excess money. This money has to be spent on the lunch program and the school can't carry more than a three-month balance on hand. Mark had a meeting with the lunch manager. They discussed getting a walk-in freezer, which is about \$20-25,000 which is only about a third of the money we have to spend. In the next meeting, Mark will present a plan on what the school would like to do to improve the lunch program. Mark also made an adjustment to the hourly wages of the staff in the kitchen.</p>
7:49 pm	<p>COVID Plan 2022 A lot of the issues we were struggling with was the "test to stay" program. Legislature just passed some amendments to that which will decrease likelihood of having to do quarantines. Now it isn't specific to a particular strain but to the contagious period. Mark has secured 750 tests from the state so we can get that set up to do testing at school. Mark is working with parent who is a lab manager to help us get that set up. These tests will be by invitation. For example, if a teacher was exposed and doesn't know if they're sick, they can come in and get tested. Teachers can also be tested at the end of quarantine time to make sure they're clear to come back to work. This can be for students and families as well.</p> <p><i>Learning Supports</i> In terms of learning supports, Google Classroom is now a standard for teachers to follow. They will do regular postings to google classroom of assignments in case any students are required to quarantine.</p> <p><i>Staffing Issues</i></p>

	<p>Mark and Patti have discussed how some of the COVID19 related emergency funding can be used for paraprofessional wages to compensate them for additional work and flexibility that they've been doing. There hasn't been a decision yet on how it will be done (one-time bonus or added to paychecks). They will decide by the next pay check on the 20th</p> <p><i>Facility Cleaning</i> They seem to be struggling with new square footage that we have. We do see an improvement. There has been three people in the night crew consistently but they also have staffing issues.</p>
7:59 pm	<p>Board Trainings State has been building two websites that are meant to be a place for us to exchange info with the State (i.e. training for the Board, us to post certain docs throughout the year). There is no requirement for training the board has to have but mark suggests putting together an outline that seems reasonable. It would be helpful to do through the website. It records all of the trainings. The board discussed a reasonable time they could commit to do these trainings and will start with 30 minutes a month.</p>
8:05 pm	<p>Calendar 2022-23 Calendar – typically there hasn't been a day off the Friday before President's day (there is for Alpine's calendar). Mark suggests we mirror this calendar. Mark will bring the calendar to the board next month.</p> <p>2021-22 Calendar amendment – Drew's funeral take off and exchange for a school day for a PD day in the spring. There's been some discussion on having keeping that as a PD and not a school day. There are lots of trainings that teachers need to complete. That will be presented at the next meeting.</p>
8:15 pm	<p>Motion Jen made a motion to adjourn the meeting. Emily seconded the motion. All voted in favor by name. The meeting was adjourned.</p>