



Board Meeting Minutes

Meeting Information	
Date:	October 25, 2017
Time:	7:00pm
Location:	Renaissance Academy, 3435 N 1120 E, Lehi, UT
Next Meeting:	November 15, 2017

Attendee Information		
Board Members	Schoolhouse	Public
x Carolyn Bayly, Board Chair	Mark Ursic, Executive Director	Jennifer Moulder
x Jared Barfuss, Board Vice Chair	Stephanie Avery, Dean of Students and Families	
x Ryan Hunter, Board Treasurer	Patti Davis, Business Manager	
x Monica Wonnacott, Board Member	Emily Depallens, Executive Assistant	
x Mike Bentley, Board Member		

Motions			
#	Motion made by	Motion	Vote
1	Ryan Hunter	Approve the minutes from the September Board Meeting.	Jared Barfuss seconded the motion. All voted in favor.
2	Ryan Hunter	Approve the UCA plan with the	Monica Wonnacott seconded the motion. All voted in favor.
3	Ryan Hunter	Approve the amendment to the Homework Policy.	Monica Wonnacott seconded the motion. All voted in favor.
4	Ryan Hunter	To close the Board Meeting.	Monica Wonnacott seconded the motion. All voted in favor.

Time	Topics
7:10 pm	Welcome and Call to Order
7:10 pm	Public Comment Jennifer Moulder is a program coordinator from UCAS and came to introduce herself. They have a grant to mentor and train charter schools such as board and administration. If the Board or Administration have any questions, they can contact her.
7:13 pm	Motion Ryan made a motion to approve the minutes. Jared seconded the motion. All voted in favor. Minutes were approved.
7:13 pm	UCA Approval Mark presented the UCA to the Board. On the front of this document there is a chart. You start out with the needs analysis and then you set goals based on that. After, you take money from the various funding streams and apply them to your goals. In our needs assessment for this year, we looked at several main points to find out where our needs were. DIBELS and Sage tests were some of our biggest ones for assessments. For reading,

	<p>we've done really well. This year we have gotten rid of the outsourced company. We have hired an additional Special Education teacher to redistribute the Special Education reading services within the department. For the first time in our year end DIBELS report, we saw a big jump in reading levels. Our goal was to jump our reading scores a few percentage points. This year, we had almost a 10% increase in the third graders reading on grade level. Tracy Scott has been working really hard on this program and getting the people trained to appropriately service the needs the students have. As far as our needs assessment, we feel good about taking our goals and expanding them.</p> <p>Our SAGE scores from last year went down for the first time from the prior year. One of the things that we've seen is that every year is the opt out rate is increasing. The first year was 11%. By the 2015-16 school year it was 14%. This last year we were at 21% opt out rate. Some grade levels have 30-40% of the class that opts out. Often times, our strongest performers are some of the students that have opted out. That is hurting us in this assessment. We are going to be able to rely on that less and less as a tool that will show a school-wide assessment of our needs. We will have to rely on other things such as DIBELS to get a better idea of where we are at. We are legally obligated to administer it. There was a discussion on whether or not it would be possible to take an internal test to collect data. Something like this would take time so the information could reach every parent.</p> <p>There is some money that is remaining because Mark waived that. Once it is approved and sent to the state, it will be zeroed out.</p>
7:38 pm	<p>Motion Ryan made a motion to approve the UCA plan that was presented with the correction of the G description. Monica seconded the motion. All voted in favor. The plan was approved.</p>
7:39 pm	<p>Budget Report Most of the changes to the forecast numbers are in labor costs. In payroll expenses, there is a line that will say "Administration." Shelby Dieters and Julie Walker, who are members of the Administration, used to be placed in the "teachers" category, but they have now been moved to the admin group. The teacher number has come down significantly.</p> <p>There is an adjustment that has been made about how we approach Special Education this year. We have three teachers and an intern. The intern is included in the Special Ed Aide's section. The budget doesn't have anything there because we've separated that out from the other number. The overall amount we budgeted for Special Ed salaries hasn't significantly changed. We moved this around, but we picked up an additional full time employee but we reduced the number of contracted services.</p> <p>Line 152.24 and 152.24A there was no budget number in there for those two positions but we have those people so we have added them to the forecast. The total salary went down from 2.9 million to 2.8 million because of those changes. The only other changes made in forecast were very minor on the revenue side. We went through and looked at school fees and activities and in the case of MS fees for example, we collect them before we hand out schedules. We've gone in and lowered the forecast to exactly what we've brought in.</p>
7:52 pm	<p>Homework Policy Review Amendment The World Langage Department has requested the ability to assign homework in Middle School. Our homework policy for middle school says students are required to read 20 minutes a day and that homework time won't exceed a certain amount of minutes per grade and that homework will only be assigned to the core subjects. The World Language</p>

	<p>Department feels like it is very important that world language classes be included. Mark asked the team, as a group, what their philosophy on homework is (which varies greatly by teacher). We are not going to expand the time, so if the World Language teacher wants to assign homework, they have to go to the Middle School meeting and negotiate an amount of time within the allotted homework time. The suggested amendment to the Homework Policy is, "Homework will only be assigned for Math, Language Arts, Science and Social Studies, and World Language."</p>
7:59 pm	<p>Motion Ryan motioned to approve the Homework Policy amendment. Monica seconded the motion. All voted in favor</p>
8:00 pm	<p>Review of Reporting Schedule This fall has been different from a reporting standpoint. There have been a lot of new requirements. We had a lot of new policies that we needed to have. It seems we've gone from one or two online resources that connect us to the state to many more. This has changed the amount of time we have spent on reporting. It always gears up right now as we get ready for the legislative session. Our enrollment is really strong right now. Today we sit at 757 students which is more than last year and the highest year we've ever had. The interesting thing about that is how we got to that number has never been the same two years in a row. What the State has approve us for is essentially 78 kids for 10 grade levels (K-9). We have taken a lot of license to say, we have the enrollment for this grade and push that up with immersion because we had a class each year.</p> <p>The next two things that are coming for us is a civil rights reporting that's due in November and the scam for SPED that is due in December.</p>
8:13 pm	<p>School Land Trust Training The Board watched a training video regarding School Land Trust.</p>
8:28 pm	<p>2017-18 School Goals Mark went over the school goals with the board.</p> <p><i>The school marketing plan.</i> Who do we want to market to? Do we want to keep marketing to middle school? That is a decision that we always need to be looking at and preparing for. We've continually increased in enrollment, but with us filling in the low spots like in Kindergarten. If we are at 757 right now and our cap is 780, those 23 kids are all middle school kids. The question to ask ourselves if if we trying to build the Middle School? This year is a time to really revisit that, especially 9th grade. If we are committing to middle school, the only way to really build those numbers is with a new "this is who we are" – with an immersion focus. We need to offer something unique.</p> <p><i>Financial Stability</i> – enrollment goal that was 90% of our cap. Because we are at 757 we are there.</p> <p><i>Lesson Plans</i> – we are working on this and moving forward.</p> <p><i>Experiential learning</i> – this year we are adding other aspects to the space program. In school, it required us to go out and find stories for us to tell. We would like for those missions to be more tied to core standards. We have some missions that have been written that are a lot simpler that are better for younger kids. Victor got a library of missions for free and the controls. This year, Kindergarten through 3rd grade have started first this year. All of the missions are written out and tied to the standard.</p>

	Carolyn asked that Mark write out all of the goals and send it out to the board.
9:07 pm	<p>Teacher Prep Program</p> <p>For the last two years that we've been hiring during the summer, there has been a significant difference in the number of available candidates. This last summer there was a huge shortage. It is very difficult to fill positions, and open positions stay open longer. The other challenge is there plenty of individuals that are qualified, but not ready to be in the classroom.</p> <p>Mark and the Board discussed what qualifies a good teacher? How do we give teachers all of the qualifications the need to be a successful teacher? In last year's legislative session, they passed APT, the Academic Pathway to Licensure. With this route to licensure, someone with a bachelor's degree of any kind needs to pass a praxis test and can receive their teaching license. For APT, you have to have a school who's willing to employ you. We will take this year to come up with content and training to become a teacher. We can make a better selection up front and put them in the program and give them what they need. After 12 months, we'll have a strong candidate that will thrive in the type of environment we have here. At this school, it is in some ways an environment that is more dynamic, challenges the boundaries of what we expect from people. There is a lot of change here and not a lot of predictability. The candidates for this year will be Emily from the front office and Tracy who is currently an aide.</p>
9:50 pm	<p>Motion</p> <p>Ryan made a motion to close the meeting. Monica seconded the motion. All voted in favor. The meeting was closed.</p>