



Board Meeting Minutes

Meeting Information	
Date:	December 13, 2017
Time:	7:00pm
Location:	Renaissance Academy, 3435 N 1120 E, Lehi, UT
Next Meeting:	January 17, 2018

Attendee Information		
Board Members		Schoolhouse
x	Carolyn Bayly, Board Chair	Mark Ursic, Executive Director
x	Jared Barfuss, Board Vice Chair	
x	Ryan Hunter, Board Treasurer	
x	Monica Wonnacott, Board Member	
	Mike Bentley, Board Member	

Motions			
#	Motion made by	Motion	Vote
1	Ryan Hunter	Approve the Reading Plan as presented.	Jared Barfuss seconded the motion. All voted in favor.
2	Ryan Hunter	Approve the minutes from the previous Board Meeting.	Jared Barfuss seconded the motion. All voted in favor.
3	Ryan Hunter	Move to "a 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."	Jared Barfuss seconded the motion. All voted in favor by name.
4	Ryan Hunter	Close the Board Meeting.	Jared Barfuss seconded the motion. All voted in favor.

Time	Topics
7:30 pm	Welcome and call to order.
7:31 pm	<p>Budget</p> <p>The Board looked at the budget and forecast PNL, which goes through October 31st. It looks good. Our projected net income is up from the last report at \$113,000. As far as local income, the FEC has raised \$22,000. Most of their fundraising is done for the year. We did have two fundraisers recently that done to raise money for other non-profit organizations: the Middle School Walkathon and the Spanish "Pulsera" project.</p> <p>The FEC would be willing to give about \$5,000 to redo the gravel on the playground. We will get behind it and do the best we can do. The rocks create a safety issue on the playground. During Christmas break, we are going to pull back on the front edge. There will</p>

	<p>be a bigger area to prevent the rocks from coming out and onto the asphalt. Mark has asked Stephanie to put together a report on the playground from a supervision standpoint. When there is an incident, the supervising teacher will fill out an incident report to better understand where they were and if they missed any dangerous behavior.</p> <p>Our expenses are looking good. Some of the big costs that are trending well are benefits. We did not get an increase at all in our insurance. There have been times where SelectHealth has sent out notices to our employees without contacting the Administration. A few months ago, they sent out letters to all employees saying that their HSA would be ending. Our broker spoke with SelectHealth and we were able to raise our deductible by \$50 so that it was considered a high deductible, qualifying us for HSA. Our other large expense is payroll, which is in good shape right now.</p>
8:00 pm	<p>Audit</p> <p>The audit is finished. We have some deadlines at the end of November where we have to submit a final copy to our bondholders and the State. We submitted both with a note saying that we did not agree with the numbers but we had a deadline to submit them. Mark and the Board went through some of the specific findings of the audit.</p>
8:45 pm	<p>Marketing Goals & Annual Review</p> <p>School Culture Climate – The surveys that we put out are going to be a great way in determining the climate. The last survey we sent out to employees was harsh in some areas. It has opened up a lot of awareness for the Administration. Now in preparation to send out the next survey, the Admin team has been going over the questions, discussing what they could take forward from last time, and what efforts they have made. There is an upcoming accreditation visit. For the last four years, we have been narrowing our focus. One of the accreditation goals was we would use student data to drive instruction in the classroom. The assessment for an accreditation visit covers a wide variety of issues. This new visit allows the schools to create new goals (this happens every five years). Because it has been our focus, we want to continue these goals.</p> <p>Instructional Quality – This is one of the central things we wanted to continue. Shelby is still checking those tools on Mondays to make sure everyone is using them. She rates their lesson plans every week their scores are put on a spreadsheet that the teachers can see.</p> <p>Financial Goals – We are at about 95% of our max enrollment right now (which is 780 students). What the Board wants to know from Mark is if there are any significant issues. The two options for marketing are marketing to gain new students or marketing for retention.</p>
10:12 pm	<p>Reading Program Presentation</p> <p>The Administrative rule says that the reading plan needs to be approved annually by the Board of Directors. Mark went through a presentation about the Reading Plan put together by our reading specialist, Tracy Scott.</p>
10:25 pm	<p>Motion</p> <p>Ryan made a motion to approve the reading plan as presented to the Board. Jared seconded the motion. All voted in favor.</p>
10:26 pm	<p>Motion</p> <p>Ryan made a motion to approve the minutes from the previous Board Meeting. Jared seconded the motion. All voted in favor.</p>
10:27 pm	<p>Motion</p>

	Ryan made a motion to move to “a 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.” Jared seconded the motion. All voted in favor by name. The meeting moved to closed session.
11:00 pm	Motion Ryan made a motion to close the Board Meeting. Jared seconded the motion. All voted in favor.