



## Board Meeting Minutes

| Meeting Information  |  |
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| <b>Date:</b>         | September 20, 2017                           |
| <b>Time:</b>         | 7:00pm                                       |
| <b>Location:</b>     | Renaissance Academy, 3435 N 1120 E, Lehi, UT |
| <b>Next Meeting:</b> | October 18, 2017                             |

| Attendee Information              |  |              |
|-----------------------------------|--|--------------|
| Board Members                     | Schoolhouse                                    | Public       |
| x Carolyn Bayly, Board Chair      | Mark Ursic, Executive Director                 | Wendy Rupper |
| 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           |              |
| Mike Bentley, Board Member        |  |              |

| Motions |                  |   |  |
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| #       | Motion made by   | Motion  | Vote   |
| 1       | Ryan Hunter      | Approve the School Fees Policy.   | Jared Barfuss Seconded the motion. All voted in favor except for Monica who abstained. |
| 2       | Ryan Hunter      | Approve the Fee Schedule.   | Jared Barfuss seconded the motion. All voted in favor.                                 |
| 3       | Monica Wonnacott | Approve the Homework Policy.  | Jared Barfuss seconded the motion. All voted in favor.                                 |
| 4       | Monica Wonnacott | Approve the Data Protection Policy.   | Ryan Hunter seconded the motion. All voted in favor.                                   |
| 5       | Monica Wonnacott | Approve the Technology Policy.  | Ryan Hunter seconded the motion. All voted in favor.                                   |
| 6       | Monica Wonnacott | 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." | Ryan seconded the motion. All voted in favor by name.                                  |
| 7       | Monica Wonnacott | Close the board meeting.  | Ryan Hunter seconded the motion. All voted in favor.                                   |

| Time    | Topics   |
|---------|--|
| 7:09 pm | <b>Welcome and Call to Order</b>   |
| 7:10 pm | <p><b>Public Comment</b></p> <p>Wendy Rupper, a Renaissance parent, expressed a safety concern about the playground. She measured the gravel around the playground to find out how much we need to replace. The maximum depth is at 4 inches and they should be at 6 inches. Her recommendation was replacing what is on the playground with rubber bark chips. The anticipated budget would be \$13,900. She also calculated for wood chips which would be less, however those need to be replaced every year. She will send all of her measurements and research to Admin and the Board will review.</p>   |
| 7:16 pm | <p><b>Budget</b></p> <p>In the forecast column, the only change to this report from the budget is the increase in worker's compensation. That number has doubled as a result of a past employee injury. In the finance meeting with Mark, Patti and Ryan, they looked at revenues. Budgets are based on our enrollment levels. The WPU estimate is what came out of the legislative estimate. They calculate the WPU based on the grades. When we calculate our actuals, it is the 95 x .55. If you compare all the actuals with the estimate from the legislative funding, you can see where we are at. In some categories we went up a little and some we went down a little. We made up for it by being higher in grades K-6. Our Middle School enrollment numbers are down from last year. We have had a lot of transfers this year to the Chinese Immersion program.</p>                      |
| 7:36 pm | <p><b>Teacher Licensing</b></p> <p>We spend all summer hiring, training, and getting a sense for what training everyone needs. After the first few weeks of school, the next big crunch is teacher licensing. Licensing is usually when anyone who doesn't have a full teacher license, then you have other categories. We have from September to November to take care of all of that.</p>  |
| 7:50 pm | <p><b>Accreditation</b></p> <p>We have a site visit coming up in February because it's the end of our 4-year window. There is a packet of stuff they want prepped for when they get here.</p>  |
| 8:02 pm | <p><b>School Goals</b></p> <p>Last year we made a significant investment into materials such as Planbook and Mastery Connect in order to collect the data and make data driven decisions. We also made an investment in training teachers in these materials. We ended up with so many new teachers, when we sit down to talk about what our school goals are going to be, there are so many new people that we need to train in these programs. They need that before they can take on another goal. The Administration has been going into and observing classrooms more this year. Our secondary goal may be writing. Shelby has a writing program that could be used throughout all the grades. But we need to get all the new teachers ready for. We need to be a program that requires some teachers to come after school for more training. The Admin will start putting this together.</p> |
| 8:24 pm | <p><b>School Fees Policy</b></p> <p>State School Board got a lot of complaints from parents about school fees. One of the things they did in response to this, they asked the State Auditor to audit school fees in Utah. This is a two-tiered approach. First, they asked all LEA's put together a list of five reports so they could do an initial review of that. Part of that included an accounting of how much you charge in school fees, how much do you collect every year, how much is required or option and how many students get waivers. One of the things they also asked for was our policy on school fees. We've had policies on internal control but not necessarily one specifically for school fees. In our policies we follow the state law in regards to this. Mark believes it is</p>  |

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|         | <p>beneficial to have our own policy. It needs to be more clear for parents. They need to know that fee waivers are available and how to get it. The form is on our website but not everyone knows about it.</p> <p>The law says all LEA policies will allow for alternatives to paying fees, such as volunteer hours. In the past our practice for Middle School fees has been if you qualify for a fee waiver, all of the fees are waived. Fees are a much broader thing than how we've ever managed. We've always seen fees as our Middle School fees. In the office we are always clear about field trips or donations. We don't give teachers the information on who has paid and who hasn't because they are not fees, they are just donations. However, the law says that many things are fees such as after school activities and field trips. According to our policy, if you qualify for a fee waiver, all of those fees are waived. What we've done in the past with the play, for example, is you can sign up and if you volunteer, you pay a certain amount and if you can't volunteer, you pay another amount. This kind of situation needs to come from an administrator, not a teacher. School supplies are also considered donations. According to the law, it has to be written at the very top of the list that supplies are donations and do not have to be purchased.</p> <p>The Board discussed what things are considered fees and what aren't fees. The law defines what are fees and what aren't fees. However, the bridge between those isn't clear. There are some income verification requirements that determine whether or not people qualify for fee waivers.</p> |
| 9:02 pm | <p><b>Motion</b><br/>Ryan made a motion to approve the policy. Jared seconded the motion. Jared, Ryan and Carolyn voted in favor. Monica abstained.</p>  |
| 9:02 pm | <p><b>Motion</b><br/>Ryan made a motion to approve the fee schedule. Jared seconded the motion. All voted in favor.</p>  |
| 9:07 pm | <p><b>Homework Policy</b><br/>The Administration talked to teachers at the end of last school year and said this is the direction we are going and also outlined this at the beginning of this school year. There seemed to be no expression either for or against it from the teachers. The new policy practice indicates:</p> <ol style="list-style-type: none"> <li>“1. No positive correlation can be established between the completion of homework and a student's grades or academic performance in elementary grades (K-5).</li> <li>2. The correlation in middle school (grades 6-9) is tenuous.</li> <li>3. Students who struggle with homework at a young age lose confidence in their academic ability and develop a tendency to avoid learning opportunities.</li> <li>4. Students who read (or are read to) regularly are more successful in school than those who don't.</li> <li>5. Child-directed playtime is linked to increased cognitive skills, physical health, self-regulation, language abilities and social skills.</li> <li>6. Family time improves interpersonal skills, supports higher expectations and fosters a greater commitment to learning.</li> <li>7. Healthy sleep habits improve academic performance with improved executive functioning.</li> <li>8. When homework is assigned, it should follow a guideline of 10-min per grade level per day.</li> </ol>  |

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|                       | In addition to these research-based findings, Renaissance Academy values family choice and flexibility as we partner with parents on the education of their children. The following standards and expectations have been developed consistent with the available research on homework and the aforementioned school values.”  |
| 9:30 pm               | <b>Motion</b><br>Monica made a motion to approve the proposed Homework Policy. Jared seconded the motion. All voted in favor.   |
| 9:31 pm               | <b>Data Protection Policy</b><br>This policy is all about protecting student data. There are a couple of sub policies within it. We will shortly be having a training for all of the teachers. There are a couple of videos the state has put together. This policy comes from two laws that were passed.<br>What is going to have to happen after this is an action plan. It still doesn’t give you what do you do tomorrow. That’s what we have to figure out. Data security covers everything. Certain kind of things need to be addressed and we need to figure out what our step-by-step action plan is. |
| 9:43 pm               | <b>Motion</b><br>Monica made a motion to approve the proposed Data Protection Policy. Ryan seconded the motion. All voted in favor.   |
| 9:43 pm               | <b>Technology Policy</b><br>This policy is also required by the same two laws as the Data Protection Policy. We do have network drive folders but they have to be mapped onto your computer by IT. All teacher laptops are password protected. A weak point is the Google drive which is something we’ll need to follow up on.  |
| 9:49 pm               | <b>Motion</b><br>Monica made a motion to approve the proposed Technology Policy. Ryan seconded the motion. All voted in favor.  |
| 10:00 pm              | <b>Motion</b><br>Monica 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.” Ryan seconded the motion. All voted in favor by name.  |
| <i>Closed Session</i> |   |
| 10:15 pm              | <b>Motion</b><br>Monica made a motion to close the Board Meeting. Ryan seconded the motion. All voted in favor. Meeting was adjourned.  |