



Board Meeting Minutes

Meeting Information	
Date:	January 18, 2017
Time:	7:00 pm
Location:	Renaissance Academy, 3435 North 1120 East, Lehi, UT.
Next Meeting:	February 15, 2017

Attendee Information		
Board Members		Schoolhouse in Attendance
x	Carolyn Bayly, Board Chair	Mark Ursic, Executive Director
x	Jared Barfuss, Board Vice Chair	Stephanie McCappin, Dean of Students & Families
x	Ryan Hunter, Board Treasurer	Patti Davis, Office Manager
x	Monica Wonnacott, Board Member	Emily Simons, Executive Assistant
x	Mike Bentley, Board Member	

Motions			
#	Motion made by	Motion	Vote
1	Jared Barfuss	Approve the minutes from the November 16, 2016 board meeting.	Mike Bentley seconded the motion. All voted in favor. Minutes were approved.
2	Monica Wonnacott	Move into “a closed meeting described under Section 52-4-204 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.”	Jared Barfuss seconded the motion. All voted in favor by name. Meeting moved to closed session.
3	Ryan Hunter	Close the board meeting.	Jared Barfuss seconded the motion. All voted in favor. Meeting was closed.

Time	Topics
7:07pm	Welcome and Call to Order
7:08pm	Motion Jared motioned to approve the minutes from the November 16, 2016 board meeting. Mike seconded the motion. All voted in favor.
7:08pm	Monthly Financial Report Mark went over the monthly financial report with the board. The report has been formatted to show our forecast in one column and then the actuals in the next column. In terms of income we are looking good. Specific line items that the board reviewed are... <ul style="list-style-type: none"> - <i>Federal revenue</i> – A number of the federal programs are reimbursable. Those tend to

	<p>lag. Our revenue is on target. It is at 39% on budget and we are about 41% through the year.</p> <ul style="list-style-type: none"> - <i>The expenses</i> – We are in good shape. We are still making some tweaks such as the PTO (paid time off). At the end of the year those who have not used their PTO can cash that out (0.75 for every \$1). This is one area we are trending higher in than we budgeted and we need to bring back in. - <i>The classification of supplies</i> – We need to look at section 611 and make some decisions because these supplies get broken out in this section to all after school clubs. However, we really don't account for them that way. This page will be cleaned up by Mark and Patti. - <i>Lunch program</i> - Linda Maxfield is the Cafeteria Manager and she has done a wonderful job with this program. She has always kept us in budget. - <i>Curriculum</i> – Mark will talk to the Curriculum Director, Julie Walker, to find out if she knows any other any outstanding expenses that aren't being accounted for. The curriculum now isn't necessarily just hard copy text books. This section should include any of the printing of workbooks that teachers use. - <i>Property expenses</i> – For the most part, we are done with furniture fixes and purchases. We will probably leave an extra \$1,000 in each one until the end of the year to have just in case. - <i>Bond payment</i> – In line item 830 we have accounted for the bond because of its payment schedule. We have the full amount at the bottom in the forecast. In the actual, we have accounted for one payment of interest and separately accounted for the bond principle which is paid all at once.
7:44pm	<p>Middle School Math Update</p> <p>A few years ago, we had some problems in middle school because we had teacher turnover. That exposed what was not happening in this teacher's class. There is a tendency to let the Middle School teachers work more independently. It is important to monitor what is covered and the pace at which it's covered. We now have Mastery Connect which helps us to do that. Additionally, starting at the beginning of the year, the Admin are going into the classrooms to observe. There is a math class where the students were given a test to see where they are at. We learned that there were a lot of holes and they are a bit behind in the material. There is now an elective math lab to help the students to catch up to where they are supposed to be. So far this has been generally well received by the parents. Fortunately this was caught early on so we can help the students.</p>
8:10pm	<p>Lottery</p> <p>The lottery for next year has been opened online. A re-enrollment email will go out this week. People will have until the first part of March to re-enroll. We will do some more marketing for it. We hope to do some target mailers. Now is the best time to send them as people are looking for schools for the next school year. We will also be putting in a lot of effort into online marketing and social media. Last year before the lottery we put out some marketing pieces that had to do with pictures of the mission of the school. The enrollment goal for next year is to be at the enrollment number of last year.</p>
8:25pm	<p>9th Grade</p> <p>The board discussed the subject of 9th grade and whether or not to keep it for next year. A decision needs to be made before March. This was just an initial discussion. It will be discussed more at the next board meeting and a decision will be made. What is important in</p>

	considering this is to think about what the bigger vision is and what plans are for the future.
8:55pm	<p>Homework Survey Data</p> <p>We asked parents to fill out a survey for each of their each of their children regarding homework. The survey, however, would only let each person take it once. We will have to do a separate survey with the same questions that will be distributed differently and then merge the results. There are some consistencies coming up. About 150 people have taken this survey so far. One of the questions in the survey was the average time that was spent on homework each night. The highest option was 90-120 minutes. Most of the people said they spend 60 minutes or less on homework. About a third said they spend 60 minutes or more. In the comments section, however, a lot of people said that over 120 minutes are spent on homework each night.</p> <p>Homework needs to have value. This depends on how much there is and the types of assignments that students are receiving. Something that needs to be taken into account is the impact it has on families. Of course it will range from family to family. If there are enough families saying their evenings at home are ruined by homework, something should be changed. There should be a community discussion among the teachers. Some of the areas of the survey had really positive outcomes. Mark is going to try to get more data before sending out the results to the parents.</p>
9:36pm	<p>2017-18 School Calendar</p> <p>The board took a look at Alpine school district's calendar. Mark proposed a few changes to the calendar that would allow for two weeks at Christmas break rather than just one. The board discussed a few other options for alterations to the calendar. Mark will propose the calendar at the next board meeting and the board will vote on it.</p>
10:15pm	<p>Motion</p> <p>Monica made a motion to move to "a closed meeting described under Section 52-4-204 to 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." Jared seconded the motion. All voted in favor by name.</p>
10:25	<p>Motion</p> <p>Ryan made a motion to close the board meeting. Jared seconded the motion. All voted in favor. Meeting was adjourned.</p>