



Board Meeting Minutes

Meeting Information	
Date:	April 19, 2017
Time:	7:00 pm
Location:	Renaissance Academy, 3435 North 1120 East, Lehi, UT.
Next Meeting:	May 17, 2017

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

Motions			
#	Motion made by	Motion	Vote
1	Jared Barfuss	Approve the minutes from the previous meeting.	Monica Wonnacott seconded the motion. All voted in favor. Minutes were approved.
2	Monica Wonnacott	Move to closed session “described under subsection 52-4-205(1) for (a) namely, the character/professional competence/health of an individual.	Ryan Hunter seconded the motion. All voted in favor by name. Meeting moved to closed session.
3	Ryan Hunter	Close the meeting.	Monica Wonnacott seconded the motion. All voted in favor. Meeting was adjourned.

Time	Topics
7:06pm	Welcome and Call to Order
7:07pm	Motion Jared made a motion to approve the meeting minutes from the last meeting. Monica seconded the motion. All voted in favor. Minutes were approved.
7:09pm	Budget Mark talked to Kim Beck, the Special Education Director, about the rest of the year and she said she they don't usually do services that last few weeks of the school because testing will be going

	<p>on. We have budgeted for unused paid time off. Some people are at negative balances in their time off so if they are not back at 0 by the last day of school, we will deduct from their paycheck.</p>
7:23pm	<p>Enrollment Update Mark is currently working on a spreadsheet that has data about enrollment from 2009-2017. The problem that he has found, however, is that over the years, we have had multiple people tracking the lottery so the data has been monitored slightly differently and at different times throughout the process. Almost every year is slightly different. One year, we only had the information for the first day of school. Another year, we only had the numbers from February when we ran the lottery. Something interesting is that the waitlists in 2009-2012 grew from 550-650 over the course of those three years. Since then, waitlists have gone down significantly. This year it is less than 100 people. There have been discussions over the different factors that could effect this statistic There are more charter schools and more opportunities. However, there is alternatively an increase in population as neighborhoods around the school are growing. We have dealt with keeping a level playing field and pushed for increased enrollment by tracking the whole process. We have put things into place to prevent significant losses in enrollment. Two years ago our high was 753 and this year is 730. Five years ago we started an immersion program which added one classroom per grade level per year. Every year we would add 25 students to the total. That should have been a way to build enrollment. We have never seen a bump because of that program and adding one classroom each year. While we have added some kids, the total enrollment number has dropped. We used to have pretty solid enrollment and reenrollment through 6th grade. However, 6th grade hasn't been full for three years. The line of trying to build a middle school has become blurred.</p> <p>The questions we need to ask ourselves are: What's the overall goal? What is our strategic goal? What is our tactical plan? This year we plan to target certain grade levels that have a need in.</p>
8:37pm	<p>HR Update Admin is currently trying to find teachers to hire for next year. They have hired three new people and have moved a current teacher to a different grade. They have couple of interviews set up. As of right now there are officially four open spots left.</p>
8:44pm	<p>Compliance Review The Special Education department has a 5-year review that they go through. They have to put together a plan and that plan is reviewed every year. The state sends back a report that rates the program in different categories from 1-5. If you get a 3, 4, or 5 there are action items associated with that. We had two areas that were 3s. Those had to do with the audit from the year before last (the 2014-15 audit). There were two things that came up in that audit that were small findings. One was that we hadn't done the training that year for our records officer which has been resolved. We had to call the State and ask them what they were referring to. The other finding was from the same audit – we had the large capital expense for the space center so it looked like we were over budget. A 3 is a yellow flag. They only want an explanation for a 3. Those two things aren't an issue and they have accepted those explanations. We got a 5 on one area. The plan has to do with Special Education kids performance on the SAGE test and how we can improve their performance on this test. The State goal is that 20% of SPED kids will test as proficient in language arts. Our rating is based on whether we are consistent with this state goal.</p>
8:59pm	<p>2017-18 Budget This was mostly covered during the discussion of enrollment. Average Daily Membership (ADM) will be a blessing next year for us from a stability standpoint. We are shooting for a plateau. Planning for our budget next year, it will be helpful to be able to use the ADM number. The other</p>

	<p>issue is teacher salaries. We gave a lot of raises last year to be as competitive as we can in this marketplace. We did become competitive. Mark took 11 schools districts in this area and looked at the average salaries. The only district we didn't pay more than was Salt Lake District. We are in a good spot except that Jordan school district is looking to about \$10million into their compensation plan. Their proposal is to raise starting teacher salaries to \$40k which are currently at \$37.5k. The media contacted alpine about this and asked what they are going to do. Alpine said they will at least match what they do. That puts us in a position of deciding if we still want to be in the same place in the market where we are in the top 10-15%? Do we make the shift of a dollar for dollar increase? A decision about this has not been made yet. We could still make a shift up in our scale and increase the entry level which will cause wage compression so everyone will get pushed up but not necessarily do an equal increase like alpine. Rather than being the #2 of the list of #11 we would be #4 on the list but still paying more than Alpine. From a supply standpoint, we don't have a lot of tenure teachers. The ratio of new teachers to experienced teachers is probably 10:1. Two of the four people we have hired have 3 years or more of experience. Most of the people that have interviewed are right out of school.</p>
9:13pm	<p>Accreditation Process Summary Mark has to write a report due in May to go through all of our goals. This report is reviewed at the accreditation board meeting. They will then give us a report at the end of May/beginning of June of what they want to see when they come visit in the fall. The last report Mark gave to them, we had to straighten some things. One section was written entirely by a group of teachers who are no longer here. Mark said all he was trying to do was set goals that someone can comprehend. What happened was they said our next report due is in spring so they decided to give us tentative approval and gave us until spring. Mark is going to have the lady come down and have her tell us whatever we need to do that will prepare for their visit in the fall.</p>
9:16pm	<p>Motion Monica made a motion to move to closed session “described under subsection 52-4-205(1) for (a) namely, the character/professional competence/health of an individual.” Ryan seconded the motion. All in favor by name. Meeting was moved to closed session.</p>
10:26pm	<p>Motion Ryan made a motion to close the meeting. Monica seconded the motion. All voted in favor. Meeting was adjourned.</p>