

**Utah Virtual Academy  
Governing Board of Directors  
Board Meeting**

**Date:** Wednesday, June 14, 2023

**Location:** 310 E. 4500 S., Suite 620; Murray, UT 84107

**In Attendance:** Brian Maxwell, Douglas DeVore, Dallin Drescher, Kristen Davidson, Marty Carpenter, Amberly Keeler

**Others In Attendance:** Krystal Taylor, Brad Taylor, Kim Dohrer, Cindy Wright, Meghan Merideth, Lacey Robinson, LuAnn Charles, Beth Honcharski, Regina Krotzer, Matt Thue

**Excused:** Kellie Openshaw

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## MINUTES

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### CALL TO ORDER

Brian Maxwell called the board meeting to order at 6:32PM.

### SPOTLIGHTS

Marie Halander, Megan Stone and Emily Knuteson were the spotlights for this meeting. The board celebrated the good work that is being done by everyone.

### PUBLIC COMMENT

There were no public comments.

### BUSINESS ITEMS

- Finance Report

Brad Taylor reviewed the current financial statements and explained the expenses in comparison to the revenue. The budget is as anticipated.

- Acceptance of State Revenue

State revenue was as expected for this period.

*Dallin Drescher made a motion to accept the state revenue. Kristen Davidson seconded. Motion passed unanimously. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*

- Bank Reconciliations and Payment and Deposit Registers

The reconciliations were provided.

*Kristen Davidson made a motion to approve the bank reconciliations and payment and deposit registers. Dallin Drescher seconded. Motion passed. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*

- Invoice Approval for Purchases over \$7,500

The board reviewed invoices for approval.

*Dallin Drescher made a motion to approve the reviewed purchases in the*

*board packet materials. Brian Maxwell seconded. Motion passed. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*

- **K12 / Stride Payment**  
The K12/Stride Payment was reviewed.  
*Brian Maxwell made a motion to approve the K12/Stride Payment. Douglas DeVore seconded. Motion passed. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*
- **Academica West Payment**  
The Academica West Payment was reviewed.  
*Brian Maxwell made a motion to approve the Academica West Payment. Kristen Davidson seconded. Motion passed. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*
- **2022-2023 Amended Budget**
- **2023-2024 Budget**  
Brad Taylor provided a budget summary. Year-end numbers are as expected, and the projected budget appears to be in good standing.  
*Kristen Davidson made a motion to approve the budget and the amended budget as discussed. Dallin Drescher seconded the motion. The motion passed unanimously. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*
- **Fraud Risk Assessment**
- **Annual Commitment to Ethical Behavior**  
Brad Taylor clarified further budget and financial items. The fraud risk assessment is in good standing with a low rating. Board members discussed the importance of annual commitment to ethical behavior. This assessment along with the signed ethical behavior commitment will be submitted.
- **Eide Bailly Audit Engagement**  
The board reviewed the audit engagement letter. The board was provided a template letter. Signing will take place via DocuSign directly between the school and Eide Bailly.  
*Dallin Drescher made a motion to approve the audit letter to be signed and executed with all applicable details. Kristen Davidson seconded the motion. The motion passed unanimously. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*

## CLOSED SESSION

*At 7:16pm Brian Maxwell made a motion to enter a closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(l)(a) to be held at Utah Virtual Academy at 310 E. 4500 S., Suite 620; Murray, UT; Kristen seconded the motion. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*

*At 8:07 pm Brian Maxwell made a motion to move out of closed session. Dallin Drescher seconded. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye. The motion passed unanimously.*

- Director Report
  - Enrollment and Retention
  - Academic Achievement

Meghan Merideth provided an update on the current state of the school, including enrollment and retention. A marketing campaign was reviewed and the board was pleased with the ongoing efforts.
  - Sex Education Curriculum and Sex Education Curriculum Materials Review Committee

The committee membership for sex education was reviewed.  
*Marty Carpenter made a motion to approve the sex education curriculum and sex education curriculum materials review committee as outlined. Kristen Davidson seconded the motion. The motion passed unanimously. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*
  - Attendance Policy and Data
  - Student Conduct and Discipline Policy and Report
  - Math Competency Report

Meghan Merideth reviewed the attendance policy data, student conduct and discipline data and the math competency information. Full reports were provided in the board packet.
  - Academica West Report

Kim Dohrer thanked everyone involved in the contract discussions and negotiations.
- Board Business
  - May 10, 2023 Board Meeting and Closed Session Minutes

*Kristen Davidson made a motion to approve the May 10, 2023 Board*

*Meeting and closed session minutes; Dallin Drescher seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*

- **Board Member Terms and Elected Officers**  
*Brian Maxwell made a motion to renew Amberly Keeler for a 1-year term. Board positions will be as follows: Brian Maxwell, Board Chair; Dallin Drescher, Financial Coordinator and Secretary; Amberly Keeler, Parent Representative; Marty Carpenter, Member; Kristen Davidson, Member; Douglas DeVore, Member; Kellie Openshaw, Member. Marty Carpenter seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*
- **Administration of Medication Policy Amendment**  
The board reviewed the Administration of Medication Policy and received redline versions in their packet.  
*Brian Maxwell made a motion to approve the Administration of Medication Policy. Dallin Drescher seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*
- **Donation and Fundraising Policy Review**  
The board completed an annual review of the Donation and Fundraising Policy.
- **Approval of Education Service Provider Agreement**
- **Approval of Marketing and Enrollment Services Agreement**
- **Approval of Business Services Agreement**

Amberly Keeler left the meeting at 8:50PM.

The board reviewed the Education Service Provider Agreement, Marketing and Enrollment Services Agreement, and Business Services Agreement. The board directed Matt Thue to finalize an additional item removal from a contract. There was concern that a specific item could possibly violate state law, or raise concern from the state charter school board.

*Brian Maxwell made a motion to approve the Education Service Provider Agreement, Marketing and Enrollment Services Agreement, and Business Services Agreement, with the exclusivity arrangement in the K12/Stride Contract proposed be eliminated; approval of the contracts are contingent*

*upon this revision. Kristen Davidson seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*

## **TRAINING**

- Open and Public Meetings Act  
Kim Dohrer had board members review sections of the training. The board received a pdf in their meeting documentation to review. This completes their annual training on the Open and Public Meetings Act.

## **CALENDAR ITEMS**

- Electronic Board Meeting June 28. 2023 at 12 PM (if needed)
- 2023-2024 Board Meeting Calendar
- Board Retreat  
The board will consider meeting in July to do a SWAT analysis. The annual calendar for the upcoming year was established.

## **ADJOURN**

*At 9:03PM Dallin Drescher made a motion to adjourn. Kristen Davidson seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.*

**Utah Virtual Academy  
Governing Board of Directors  
Closed Session**



**UTAH**  
VIRTUAL ACADEMY <sup>SM</sup>

**Date:** June 14, 2023

**Location:** 310 E. 4500 S., Suite 620; Murray, UT 84107

*Utah Virtual Academy offers students an effective, innovative learning environment through a pioneering combination of technology and hands-on instruction. Students develop mastery of fundamental skills and are provided additional in-depth learning experiences to help them discover and develop their specific talents and interests.*

**CLOSED SESSION SWORN STATEMENT:**

At a duly noticed public meeting held on the date listed above, the board of directors for Utah Virtual Academy entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 14<sup>th</sup> day of June, 2023.

A handwritten signature in blue ink that reads "B:MMU".

Brian Maxwell (Jun 16, 2023 20:33 MDT)

**Brian Maxwell, Board President**