

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



**Date:** November 29, 2023

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

**In Attendance:** Brian Maxwell, Doug DeVore, Kristen Davidson, Kellie Openshaw, Amberly Keeler, Marty Carpenter

**Others In Attendance:** Meghan Merideth, Jillian Burns, Tiffany Allen, LuAnn Charles, Lori Simonsen, Lacy Robinson, Joette Hayden, Brad Taylor, Krystal Taylor, Chantel Wixon, Cindy Wright. Students and members of the public were also present online

**Excused:** Dallin Drescher

## **MINUTES**

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### **CALL TO ORDER**

Brian Maxwell called the meeting to order at 6:34PM.

### **SPOTLIGHTS**

Aaboli Samant the SBO President provided a wonderful presentation on the current efforts that the Student Body Officers are working on. This included an overview of the different teams (IT, Media, Treasurer). The media team put together the presentation and video highlight for this evening's presentation. Other ongoing events, socials, and long term goals were highlighted. The board was very impressed with the presentation and the overall work being done by the SBOs.

### **PUBLIC COMMENT**

- 2024/2025 Fee Schedule & Fee Waiver Policy  
This was the first opportunity for the public to comment on the 2024/2025 Fee Schedule & Fee Waiver Policy. There were no comments.

### **BUSINESS ITEMS**

- Finance Report
  - Acceptance of State Revenue  
Brad Taylor presented financial statements. Doug DeVore inquired about the library book line item and how that may impact a virtual school. Kristen Davidson asked how the school is currently working through obtaining substitute teachers.  
*Kristen Davidson made a motion to accept State Revenue as presented. Amberly Keeler seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*
  - Bank Reconciliations and Payment and Deposit Registers  
*Doug DeVore made a motion to accept Bank Reconciliations and Payment and Deposit Registers as presented. Marty Carpenter seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*

- Sam.gov Registration  
The need for a UTVA representative is needed on the sam.gov account. It was proposed that Marty Carpenter be that representative.  
*Brian Maxwell made a motion to approve the sam.gov registration letter. Kristen Davidson seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*
- Zions Gold Sweep Account  
Brad Taylor discussed the current rate for the Zions Sweep Account is around 3%. Doug DeVore provided a breakdown on how the account works to the benefit of the overall finances.  
*Kristen Davidson made a motion to approve the Zions Gold Sweep Account. Doug DeVore seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*
- Invoice Approval for Purchases over \$7,500  
Meghan Meredith walked through each invoice purchase. These included computers, software, and professional development. Doug DeVore asked if there is satisfaction on the computer replacement schedule for staff and teacher computers.  
*Brian Maxwell made a motion to approve the presented invoices and purchases over \$7,500. Kellie Openshaw seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*
- K12 / Stride Payment
- Academica West Payment  
Brad Taylor provided an overview of K12/Stride invoices and the Academica West Payments for both November and December.  
*Brian Maxwell made a motion to approve the K12/Stride Payment and the Academica West Payments as discussed and presented. Marty Carpenter seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*
- Director Report
  - School Report Card SY 23  
Meghan Meredith outlined current enrollment numbers. The next cohort will begin in December, with another starting next semester. Enrollment will then be focusing on the 24/25 school year. Each team provided a deep dive of school grades. The board was enthusiastic about the progress that continues to be made.
- Board Business
  - October 11, 2023 Board Meeting and Closed Session Minutes  
*Kristen Davidson made a motion to approve the October 11, 2023 board meeting and closed session minutes. Kellie Openshaw seconded.*

*Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*

- Rescind- Reuse and Disposal of Textbooks Policy  
The need for a reuse and disposal of textbooks policy is no longer due to change of state laws.  
*Brian Maxwell made a motion to rescind the reuse and disposal of textbooks policy. Doug DeVore seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*
- 2024/2025 School Year Calendar  
The 2024/2025 Calendar was reviewed. Calendars from many large districts are analyzed to help assist in the creation of the calendar. Staff and teacher input also goes into the process.  
*Brian Maxwell made a motion to approve the 2024/2025 School Year Calendar. Amberly Keeler seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*
- HR Request for Proposal Update  
Meghan Meredith spoke with Matt Thue regarding the status of the HR RFP. The committee was unable to conclude and award a contract. Due to this the committee will re-evaluate the RFP and re-post.

## **CALENDARING**

- Board Meeting January 10, 2024 6:30pm  
The next board meeting is scheduled to be held on January 10<sup>th</sup>, 2024 at 6:30PM.

## **ADJOURN**

*At 8:00PM Brian Maxwell made a motion adjourn. Kristen Davidson seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Amberly Keeler, Aye; Kellie Openshaw, Aye, Kristen Davidson, Aye.*