

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



Date: January 10, 2024

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

In Attendance: Brian Maxwell, Dallin Drescher, Doug DeVore, Kristen Davidson, Marty Carpenter

Others In Attendance: Meghan Merideth, LuAnn Charles, Lori Simonsen, Joette Hayden, Brad Taylor, Krystal Taylor, Chantel Wixon, Matt Thue, Ken Jeppesen

Excused: Amberly Keeler, Kellie Openshaw

MINUTES

CALL TO ORDER

Brian Maxwell called the meeting to order at 6:33PM.

SPOTLIGHTS

Lori Simonsen provided a staff spotlight for Yearli Anderson. Yearli is an educator for both 6th and 7th grade Math. She is also the 6th grade PLC lead. Yearli is a valuable resource to UTVA. Yearli Anderson then provided student spotlights for 7th grader, Ashyr Ralston and 6th grader Anessa Gregorio-Barradas.

PUBLIC COMMENT

There were no public comments.

AUDIT PRESENTATION & TRAINING

Ken Jeppesen detailed the completed audit. Items that were tested came back in good standing. There were no issues on any reports and the overall audit was clean. Ken expressed his appreciation and patience to the board and other parties involved throughout the process. There were no questions from board members after they reviewed the report. Brian Maxwell expressed thanks to Eide Bailly, Academica West, and the UTVA team for their work towards a successful audit.

BUSINESS ITEMS

- **Finance Report**

Brad Taylor and Chantel Wixon discussed the financial packet. These items included the state revenue, bank reconciliations, and invoices due.

- **Acceptance of State Revenue**

Brian Maxwell made a motion to accept State Revenue as presented.

Dallin Drescher seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Dallin Drescher, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Kristen Davidson, Aye.

- **Bank Reconciliations and Payment and Deposit Registers**

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

- PTIF Resolution
Item was tabled and will be brought as a business item at a future meeting.
- Invoice Approval for Purchases over \$7,500
The invoices from Lexia dated 2022 will be put on hold while further information is gathered due to the delay in receiving the invoices.
Kristen Davidson made a motion to approve the outlined invoices in the board packet. Dallin Drescher seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Dallin Drescher, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Kristen Davidson, Aye.
- K12 / Stride Payment
There were no invoices at this time to be paid.
- Academica West Payment
Kristen Davidson made a motion to approve the Academica West payment. Marty Carpenter seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Dallin Drescher, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Kristen Davidson, Aye.
- Board Business
 - HR Request for Proposal Update
Matt Thue provided an update on the HR RFP. The RFP was cancelled after the last meeting due to responses being too generic for the needs. A revised RFP is being worked on with the committee. With these enhanced changes, the committee will be able to more meaningfully award an RFP that will address the needs of the school. Matt Thue will work with each member of RFP committee on the updates so that the RFP can be posted and be open for three weeks.

Matt Thue left the meeting at 7:33PM.

- Director Report
Meghan Meredith reviewed these key points in her report: Enrollment/Retention; Elementary Highlights; Middle School Highlights; and Whole School/High School Highlights. The February board meeting report will be more data heavy.
Enrollment priorities outlined were: 800 new enrollments; enrollment collaboration; increased K-3 enrollment and an increase in SOEP enrollment.
- Board Business
 - November 29, 2023 Board Meeting Minutes
Kristen Davidson made a motion to approve the November 29, 2023 Board Meeting Minutes. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Dallin Drescher, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Kristen Davidson, Aye.
 - Headquarters Discussion
Brian Maxwell would like the board to look into having an office space that UTVA owns, on land that UTVA also owns. He would like to have the ability for this space to have staff offices, potential temporary living quarters for visiting staff, along with a consideration of land for sports fields. This land could potentially benefit not only the UTVA school

community, but also the broader school community where other charter schools could utilize this space for their own sport programs.

Brian Maxwell made a motion to form a headquarters committee made up of administration, parents, three board members, Academica West and K12 advisory roles. Board members will be Brian Maxwell, Kristen Davidson, and Marty Carpenter. Dallin Drescher seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Dallin Drescher, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Kristen Davidson, Aye.

- Board Member Roles & Elected Officers

Brian Maxwell expressed his gratitude to the board for their support during his time as board chair. He feels that it is time for another board member to take the role as chair, but feels the desire to continue to serve on the board. Brian Maxwell recommended that the board consider the responsiveness a new chair can provide to the director so that support can remain in place.

Kristen Davidson made a motion to elect Dallin Drescher as board chair and Doug DeVore as financial coordinator. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Dallin Drescher, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Kristen Davidson, Aye.

Marty Carpenter expressed his appreciation to Brian and the wonderful service to the school.

CALENDARING

The next UTVA Board Meeting will be moved to Tuesday, February 13, 2024 at 6:30pm.

ADJOURN

At 8:36PM Dallin Drescher moved to adjourn. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Brian Maxwell, Aye; Dallin Drescher, Aye; Marty Carpenter, Aye; Doug DeVore, Aye; Kristen Davidson, Aye.