

Jefferson Academy

Board of Directors Meeting

Date: January 22, 2024

Location: 1425 S Angel St; Kaysville, UT 84037

In Attendance: Keith Facer, Natalie Allman, Alana Wilson

Excused: Paul Smith

Others Present: Nicole Jones, Dawn Benke (via zoom), Alicia Ady, Ken Jeppesen



MINUTES

CALL TO ORDER

Keith Facer called the meeting to order at 6:16pm

Nicole Jones joined the meeting at 6:18pm

PRESENTATION

- Eide Bailey Audit Presentation and Training

Ken Jeppesen provided the audit report and training. He covered the three reports that Eide Bailey provides from the audit. There weren't any new standards to adopt this year. The reports included Assets, Liabilities, Deferred outflows, and the school's net position. He explained each of the reports on revenue, expenses, assets and liabilities. The audit reports show where the school is financially compared to previous school years. He discussed that the interest rate on the PTIF was higher this year than it has been in past years. The school is 15 years into their financing. Ken answered the questions the board had about the audit reports. He discussed the controls that were used in the audit. The school was tested on Budgetary Compliance, Fraud Risk Assessment, Cash Management, Open and Public Meetings Act, Internal Control Systems, and Public Education Programs. The school had no adjustments, no findings and are in good standing.

Ken Jeppesen left the meeting at 6:33pm

REPORTS

- Financial Report

Dawn Benke provided the budget report. This compared the school's income and expenses so far this school year. She discussed how the PTIF interest rate is really great right now. Because of the higher interest rate, they decided to move more funds to the PTIF. They have seen a huge increase in interest received from these extra funds. She discussed the different sources of revenues. She also went over the different expenses that the school had. Dawn discussed why some of the expenses are slightly higher this month than in other months. She also discussed the school's net income. She discussed how lunch income is higher than they anticipated because the number of students purchasing lunches increased. They also discussed how they will spend the excess food budget. The school will be purchasing new freezers with part of that money. Her final report was the school's financial position.

- Director's Report

Nicole Jones provided the director's report. She discussed that the school has parent teacher conferences coming up shortly. They met with the "leader in me" coach and made plans and goals for the school for the rest of the school year. They are continuing Student Led Conferences. They are making some slight changes to help things run more smoothly, but the format will be the same as fall conferences. The school had their holiday open house in December. Nicole reported that it went well. Nicole would like to streamline and make the experience the same for kindergarten as the upper grades. She discussed the reason they did away with the spring performances. Nicole would like to have their spring programs earlier this year so not everything is in May, overwhelming parents with so many things to attend. The school is finishing up their middle of year testing in reading and math. The scores she's seen so far are looking good. They will look at the data once testing is complete and then set some goals for the rest of the school year. The admin has been doing a lot of the testing due to problems of incorrect testing at the beginning of the year. This may skew the data between Beginning of Year and Middle of Year test scores. Nicole discussed that the first lottery for open enrollment was run today. They are still running more lotteries as more students enroll. Their returning student percentages are looking high. Their enrollment right now is around 550. Keith Facer asked about how the higher numbers for kindergarten was impacting the school and the teachers. Nicole discussed how full day kindergarten was going and provided feedback she has received from the kindergarten teachers. She also discussed the differences between the half-day students and full day kindergarten students as far as academics and schedules go. She had a lot of parents in the lottery opt for half day kindergarten, but she found that last year a lot of the parents changed their minds as it got closer to sending their kids to school. More kindergarten students stay full day than half day. They discussed the large strides the full day students are making in academics. She discussed some of the reasons parents have for sending their students half day instead of full day. Alana asked Nicole about the impact she has seen at the school of "Leader in me" outside of crews. Nicole discussed behavior changes, more ownership and accountability, confidence, resilience, self-awareness, and problem-solving conversations. She discussed how she has new staff that has helped with the "leader in me" development. She discussed how the attitudes and perspectives of "leader in me" has impacted the students as well. They would like to get all their parents and families all on the same page. This typically doesn't start until year three, but she thinks it might be wise to start implementing community involvement a little bit sooner. They will be doing a little bit of this in the next few months. They will send out a survey through "leader in me" that will find out how the parents and students feel about different areas of the school. After the school has that data, they will re-evaluate and set new goals.

CONSENT ITEMS

- November 13, 2023, Board Meeting and Closed Session Minutes
Alana Wilson made a motion to approve the November 13, 2023, Board Meeting and Closed Session Minutes. Keith Facer seconded the motion. The motion passed

unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

VOTING AND DISCUSSION ITEMS

- Geneva Communications Invoice
Nicole Jones discussed the need to approve the Geneva Communications Invoice. This invoice is for security cameras that will be installed at the school. These will be paid for by the school safety grant that Nicole applied for. She discussed how this company streamlines everything that the school has for security. She discussed all the technology that the quote includes. This system also communicates with the Kaysville Police Department in the event of the need for a lockdown. It takes out a lot of the possibility for human error.
- ETS Invoice
Nicole Jones discussed the need to purchase new chrome books for the school. This will be funded by the digital teaching and learning grant.
Keith Facer made a motion to approve the Geneva Communications Invoice for up to \$117,250 and the ETS invoice for up to \$40,425. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.
- PTIF Resolution
Keith Facer made a motion to approve the PTIF Resolution. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.
- 2024-2025 School Year Calendar
Keith Facer made a motion to approve the proposed 2024-2025 School Year Calendar. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

CALENDARING

- Next Board Meeting March 11, 2024, at 7:00pm
The board moved the next meeting to March 18, 2024, at 7:00pm.

CLOSED SESSION

At 7:35 PM Keith Facer 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(1)(a) to be held at Jefferson Academy at 1425 S Angel St; Kaysville, UT. Alana Wilson seconded the motion. Votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye. The motion passed unanimously.

ADJOURN

At 8:10 PM Keith Facer made a motion to move out of closed session and adjourn. Alana Wilson seconded. Votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye. The motion passed unanimously.

**Jefferson Academy
Board of Directors
Closed Session**



Meeting Date: January 22, 2024
Location: 1425 S Angel St; Kaysville, UT 84037

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Jefferson 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. 52-4-205(1)(a).

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

Signed on the 22nd day of January 2024.

Keith Facer, Board President