

# Utah Virtual Academy Governing Board of Directors Board Meeting Minutes



**Date:** April 10, 2024

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

**In Attendance:** Dallin Drescher, Amberly Keeler, Brian Maxwell, Kellie Openshaw

**Others In Attendance:** Meghan Meredith, Stacy Dalton, Shelly Strahan, Taylor Spencer, Lisa Zyriek, Carol Olson, Cindy Wright, Jillian Hymas, Lacey Robinson, Joette Hayden, Lori Simonson, Tiffany Allen, Luann Charles, Krystal Taylor, Chantel Wixon, Brad Taylor

**Excused:** Marty Carpenter, Kristen Davidson, Doug Devore

## MINUTES

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### CALL TO ORDER

Dallin Drescher called the meeting to order at 6:37 PM.

### SPOTLIGHTS

Spotlights for teachers and staff were presented. The highlights were celebrated by both UTVA staff and the board.

### PUBLIC COMMENT

There were no public comments.

### BUSINESS ITEMS

- Finance Report

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

- Acceptance of State Revenue

*Brian Maxwell made a motion to accept State Revenue as presented. Amberly Keeler seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*

- Bank Reconciliations and Payment and Deposit Registers

*Dallin Drescher made a motion to approve the bank reconciliations and payment deposit registers. Kellie Openshaw seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*

- Invoice Approval for Purchases over \$7,500

The following purchases were reviewed: Pulse Invoice for \$7,513.73; Lexia Invoice for \$16,870.00; Apple Invoice for \$19,372.10; Mountain State Invoice for \$21,370.20; 95% Group Invoice for \$13,700; Insum agreement; Maloy PR proposal not to exceed \$5500/month. Brian Maxwell discussed the reasoning as to why he will recuse himself from the vote for Insum.

*Dallin Drescher made a motion to approve invoices as presented. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*

*Dallin Drescher made a motion to approve the Insum 12 month agreement. Kellie Openshaw seconded. Motion passed. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Kellie Openshaw, AYE. Brian Maxwell, Recused.*

- K12 / Stride Payment
- Academica West Payment  
*Dallin Drescher made a motion to approve the K-12 Stride Payment and the Academica West Payment. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*
- Credit Card Limit Increase
- PTIF Transfer Update  
Chantel Wixon updated the board on the desire for the school to update the credit card limit. The process is underway and an update will be brought back to the board at a later meeting after conversations are complete with the bank. A transfer of funds was successful into the PTIF account.
- Director Report  
Meghan Meredith along with members of her team presented information on the final RDA and the annual counseling report.
- Board Business
  - March 13, 2024 Board Meeting and Closed Session Minutes  
*Dallin Drescher made a motion to approve the March 13, 2024 Board Meeting and Closed Session Minutes. Kellie Openshaw seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*
  - Staff Handbook, Classified Salary, & Contract Schedules  
Meghan Meredith outlined the changes to the above listed items. The board had no questions regarding the changes.  
*Dallin Drescher made a motion to approve the contract schedules and agreements. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*

*Dallin Drescher made a motion to approve the Salary Schedule as presented. Amberly Keeler seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*

*Dallin Drescher made a motion to approve the Employee Handbook. Kellie Openshaw seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*

## **CALENDARING**

- Board Meeting May 8, 2024 6:30pm

**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).

*At 7:50 PM Dallin Drescher made a motion to move into 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). Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*

#### **ADJOURN**

*At 8:17PM Dallin Drescher made a motion to move out of closed session and adjourn the meeting. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Amberly Keeler, AYE; Brian Maxwell, AYE; Kellie Openshaw, AYE.*

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

**Meeting Date:** 04.10.2024

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



#### **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 10<sup>th</sup> day of April, 2024, at 310 E. 4500 S., Suite 620; Murray, UT 84107.

A handwritten signature in blue ink, appearing to read 'Dallin Drescher', is written over a horizontal line.

Dallin Drescher, Board Chair