

# Utah Virtual Academy Governing Board of Directors Board Meeting Minutes



**Date:** June 12, 2024

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

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

**Others in Attendance:** Meghan Merideth, Brad Taylor, Krystal Taylor, Chantel Wixon, Matt Thue, Tiffany Allen, Lacy Robinson, LuAnn Charles, Lori Phillips, Joette Hayden

**Excused:** Kristen Davidson, Kellie Openshaw, Amberly Keele

## MINUTES

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### CALL TO ORDER

Dallin Drescher called the meeting to order at 6:34PM.

### SPOTLIGHTS

LuAnn Charles provided spotlights for learning coach of the year. Myesha Espinoza, Elementary; Emy Lowe, Middle School; and Melissa McCleery, High School. The board thanked the fabulous learning coaches and all the work that they do. Dallin Drescher provided a shout out to those who provided an incredible and successful graduation.

Marty Carpenter Entered the meeting at 6:36PM.

### PUBLIC COMMENT

There were no public comments.

### BUSINESS ITEMS

- Finance Report  
Chantel Wixon discussed the financial packet. Bank statements, PTIF interest and the balance sheet were reviewed. Meghan Meredith outlined each of the purchases that were presented for board approval.
  - Acceptance of State Revenue  
*Brian Maxwell made a motion to accept State Revenue as presented. Doug DeVore seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*
  - Bank Reconciliations and Payment and Deposit Registers  
*Dallin Drescher made a motion to approve the bank reconciliations and deposit registers. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*
  - Invoice Approval for Purchases over \$7,500  
*Dallin Drescher made a motion to approve invoices as presented. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*
  - K12 / Stride Payment
  - Academica West Payment

*Dallin Drescher made a motion to approve the K 12/Stride Payment and the Academica West Payment. Doug DeVore seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*

- Credit Card Limit Increase

Brad Taylor and Chantel Wixon provided an update on the process to increase the credit card limit with Zion's Bank. Dallin Drescher will move forward with final steps in signing the appropriate paperwork.

- Audit Engagement Letter

Chantel Wixon reviewed the Eide Bailly engagement letter. UTVA has engaged with Eide Bailly for years past and has been pleased with the work that has been done. Brad Taylor outlined past pricing for the standard audit along with the single audit.

*Dallin Drescher made a motion to approve the Audit Engagement Letter. Doug DeVore seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*

- Fraud Risk Assessment & Annual Commitment to Ethical Behavior

Chantel Wixon detailed out the categories in the Fraud Risk Assessment placing UTVA in a low risk category. Board members will each complete the commitment to ethical behavior.

- Final 2023/2024 Amended Budget

- Proposed 2024/2025 Budget

Brad Taylor presented the final 2023/2024 amended budget. Chantel Wixon then presented the proposed 2024/2025 budget.

*Dallin Drescher made a motion to approve the Final 2023/2024 Amended Budget and the proposed 2024/2025 Amended Budget. Doug DeVore seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*

- Director Report

Meghan Meredith expressed her awe for the UTVA graduation and how many attendees were present. Meghan thanked Chantel and Brad from Academica West for the partnership that they have provided and the strides that have been made over the past few years to enhance the health of budget. Enrollment for school year 2025 is very healthy and strong, sitting at 1791 students. There is a very high retention rate for the upper grade levels, which year over year will provide academic success and outcomes. The SOEP summer enrollment has 92 students in Fitness for Life; 63 students in US Government and Politics; 55 students in Personal Finance; and 51 students in Health. Overall there are 982 operating courses with 423 students enrolled.

Lacey Robinson represented the elementary school by highlighting Early Learning.

- Board Business

- May 8, 2024 Board Meeting and Closed Session Minutes

*Dallin Drescher made a motion to approve the May 8, 2024 Board Meeting and Closed Session Minutes. Doug DeVore seconded. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*

- **Board Member Terms & Elected Officers**  
Board members were all interested in continuing to serve in the current roles and capacity that they presently participate in.  
*Dallin Drescher made a motion to extend the following board members terms and positions to remain as is. Dallin Drescher, 3-year term; Brian Maxwell, 3-year term; Amberly Keeler, 1-year term. Doug DeVore seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*
- **Related Services Contracts**  
Meghan Meredith provided an overview of the services that are provided through Boulder Consulting.  
*Dallin Drescher made a motion to approve the Related Services Contracts. Doug DeVore seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*
- **Insurance Renewal**  
Item tabled.
- **Office Lease**  
Office space for the St. George area has been looked into. The board would like to move forward with an office lease for this space and looks forward to the opportunities that it will bring to UTVA.  
*Dallin Drescher made a motion to approve the Office Lease for a conditional approval as discussed. Brian Maxwell seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE.*

## **CALENDARING**

- **Annual Board Meeting Calendar**  
The board reviewed the tentative calendar for the upcoming school year and the calendar will be posted for the public to view. Board meetings will be moved to the second Thursday of each month.

**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 8:02PM Dallin Drescher made a motion to move into a closed session- located at UTVA offices. Doug DeVore seconded. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE. Motion passed unanimously.*

## **ADJOURN**

*At 8:28PM Dallin Drescher made a motion to come out of a closed session and adjourn the meeting. Doug DeVore seconded. Motion passed unanimously. Votes were as follows: Dallin Drescher, AYE; Doug DeVore, AYE; Brian Maxwell, AYE; Marty Carpenter, AYE. Motion passed unanimously.*

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

**Meeting Date:** 06.12.2024

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



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Dallin Drescher, Board Chair