

**MINUTES OF THE  
UTAH STATE CHARTER SCHOOL BOARD MEETING**  
Thursday, December 11, 2014 – Board Rooms  
USOE

**DRAFT**

**Members Present:**

Chair Tim Beagley  
Vice Chair Howard Headlee  
Member Laura Belnap  
Member Kristin Elinkowski  
Member Dean Brockbank

**Members Excused:**

Member Bruce Davis  
Member Robert Enger

**Staff Present:**

Marlies Burns  
Joe Heywood  
Jennifer Lambert  
Dan Schoenfeld  
Jo Schmitt

**Others present:**

Superintendent Brad Smith, Deputy Superintendent Sydnee Dickson, Roderic Land, Teresa Theurer, Joylin Lincoln, Luann Leavitt, Robert Ralphs, Matt Throckmorton, Brent Pan, Mia Glaz, Lynn Hinckley, Darren Beck, Chuck Williams

**Call to Order**

Chair Tim Beagley called the meeting to order at 9:05 a.m.

**Pledge of Allegiance**

Chair Tim Beagley led the board in the Pledge of Allegiance.

**Board Chair Report**

Chair Beagley welcomed Superintendent Brad Smith to the SCSB meeting and thanked him for his willingness to serve at the Utah State Office of Education. Superintendent Smith stated he had met with Charter School heads earlier in the week and had a great discussion with them and felt it was very encouraging. He also stated he feels there will be some great news for education coming from the governor and the financial projections can only bode well for all of public education. Superintendent Smith feels though it seems there is a lot of chaos and movement in the system, he thinks that is a hugely positive and exciting place to be; where there are so many moving parts, which mean there is so much opportunity for change and growth and improvement. He is excited and thrilled to be engaged in that process.

Chair Beagley also stated there is a need to change the January meeting dates. The governing board capacity interviews will be held January 5<sup>th</sup> and 6<sup>th</sup> and the regular board meeting to hear new school applications will be held the following week on January 12<sup>th</sup> and 14<sup>th</sup>.

**State Board of Education meeting update**

Member Kristin Elinkowski informed the SCSB that the USBE approved the revolving loan for Vanguard Academy for \$138,000.

Senator Howard Stephenson presented his One-to-One device and stated LEAs will have to plan about 4% of their budget for technology support.

The governor's report card was discussed along with a board task force that will discuss some of the specifics of that report card.

### **Consent Calendar**

**MOTION:** Member Dean Brockbank moved and Member Laura Belnap seconded to approve the Consent Calendar (Minutes of the November 13, 2014 Board Meeting). The motion carried unanimously by those in attendance. Members Robert Enger and Bruce Davis were not in attendance for the vote.

### **FY15 Budget update/projections and FY16 proposal**

Director Marlies Burns provided to the SCSB an updated FY15 budget and a proposed budget for FY16. After discussion, Chair Tim Beagley proposed two changes to the CSCB budget. The first proposal is to assign a member of the SCSB to work directly with Director Burns to help establish the budget and be responsible to report to the SCSB. Chair Beagley proposed Member Robb Enger be that individual and to meet with Marlies once a month to go over the budget and keep the board updated. Secondly, in order to improve the process of contracting and to make contracts a more concise and legally binding type document, Chair Beagley proposed to hire an attorney through the Attorney General's office to be a compliance officer for the SCSB. That attorney would assist the SCSB to prepare and defend all of the contracts, going forward, and at some point going back over some of the old contracts that are not clear, fixing them and bringing them up to standard. Chair Beagley continued by suggesting two ways to accomplish this task: use the funds in the "carry forward" portion of the budget, and start the process in July or use the funds to contract a part-time compliance officer from now until June. To move in this direction, Chair Beagley suggested asking the legislature for a line item for an Attorney General Representative or assessing a \$4 per charter school student fee for a compliance officer that would go into a revenue account at the USOE and be charged for all students in schools that the SCSB authorizes, beginning in July 2015.

Chair Beagley directed the charter School staff to send a letter to the charter school associations informing them that the SCSB is considering the possibility of a \$4 per student compliance fee and ask from them a response.

### **Governing board visit RFP proposal**

Vice Chair Howard Headlee led a discussion regarding school governing board visits.

### **Amendment Request – Utah Military Academy**

Representatives of Utah Military Academy presented to the SCSB the amendment request to postpone the opening date of its Camp Williams campus to SY2017 (360 students total) and increase enrollment at its Riverdale campus by 180 students beginning in SY2016 (540 students total).

**MOTION:** Member Laura Belnap moved and Member Kristin Elinkowski seconded to approve the amendment request to add 180 students at its Riverdale campus and keep the 720 enrollment for both campuses; and to postpone opening their second campus until SY2017.

**SUBSTITUTE MOTION:** Member Howard Headlee moved and Member Kristin Elinkowski seconded to approve the amendment request to delay the opening date of Camp Williams (contingent on performance data) to SY2017 and give the school flexibility to use some or all of their current student allotment of 720 students at the Riverdale campus for SY2016. The motion carried unanimously by those in attendance. Members Robert Enger and Bruce Davis were not in attendance for the vote.

**Governing board capacity interview training**

Director Marlies Burns led the discussion regarding an Authorizing Matters issue brief by NACSA's best practices for evaluating the capacity of charter school founding boards.

**Follow-up on academic deficiency letters sent to schools performing in bottom 25% of Utah public schools**

After discussion regarding the letter/email that was sent for academic deficiencies and compliance issues to the charter schools that were in the bottom quartile in any one subject or more, the following motions were made:

**MOTION:** Vice Chair Howard Headlee moved and Member Kristin Elinkowski seconded to send a clarifying letter/email to the lower quartile schools that had previously received the non-compliance email, to inform them they are not in non-compliance with their charter, because of academic deficiencies.

**SUBSTITUTE MOTION:** Member Dean Brockbank moved and Vice Chair Howard Headlee seconded to send the lower quartile schools a letter/email informing them that no school has yet been placed on warning status or deemed non-compliant with their charter, but very well may be after further analysis by the SCSB. The substitute motion carried unanimously by those in attendance; Members Bruce Davis and Robert Enger were not in attendance for the vote.

**MOTION:** Member Dean Brockbank moved and Member Kristin Elinkowski seconded that the Charter School Staff send a follow-up letter to the lower quartile schools, reminding them of the previously letter sent, to include clarification of the non-compliance issue and again invite the school to contact the Charter School Staff as to why they feel they should not be placed on warning status. The Charter School Staff must receive those comments by January 8, 2015 for review, and action will be taken in the SCSB's February meeting. The motion carried by Member Dean Brockbank, Vice Chair Howard Headlee, Member Kristin Elinkowski, and Chair Tim Beagley voting in favor of the motion. Member Laura Belnap voted in opposition. Members Bruce Davis and Robert Enger were not in attendance for the vote.

**Letterhead**

Chair Beagley distributed samples of State Charter School Board letterhead for consideration.

**Adjourn:** Motion was made to adjourn at 12:55 p.m. by Member Dean Brockbank.