



**The Northern Utah Academy for Math, Engineering & Science**  
**Board of Trustees Meeting**  
**January 7, 2025**

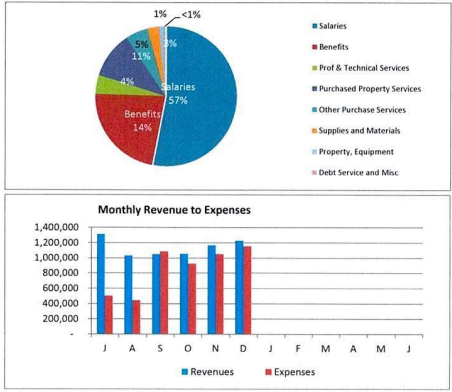
**Attending:** Sue Johnson, Lynnette Gilbert, Becky Frost, Jessica Oyler, Dave Ferro, Michelle Beus, Mary McKinley, Meghan Dutton, Kelli Booth, Nate Taggart, Dawn Winter, Brenda Casper, Steve Davis, , Vickie Finlinson

**Welcome:** Board President, Susan Johnson

**ACTION ITEMS:**

- **MEETING MINUTES:** Sue Johnson  
**Motion to approve Minutes from November 12, 2024: Lynnette Gilbert Second: Jessica Oyler All in favor.**
  
- **FY Financial Audit:** Nate Taggart
- Thomas Hezseltine from Squire and Company reported on this years' audit.
  - The audit was on time. It was a state compliance audit of financial statements. This was given to us and prepared by the Utah State Auditor in conjunction with USBE.
  - With this audit, Squire issued an unmodified opinion. This is a clean opinion. When he puts it into school terms, it's an "A" grade for NUAMES. They do a risk-based approach and look at the riskier areas. In doing so, nothing fell out, there was no noncompliance.
  - In all material respects, you, as a board, can rely on the financial statements and rely on the numbers provided.
  - Again, the best grade we can give as auditors is an "A" grade.
  - We did notice something after the fact, which happens. It was insignificant, but it was a finding. NUAMES did over-budget a small amount. They exceeded their budget with our actual budget. They had more revenue come up which led to more expenditure. Because of that, they spent more than they had initially planned on spending. The state auditors are asked to look at revenues. The state auditors asked compliance to look at expenditures to make sure you don't spend more than the final budget. If you receive more revenue, of course, you are going to spend it on the students. As compliance, we must mention it and give you a "heads up". He realized that we had more money at the end of the year.
  - The audit was done remotely this year, for the first time. It is the first week of school, so it's a hard time to get into the school.
  - The question was asked: What can you see for potential pitfalls or things to look out for since we left Davis?
    - Just make sure when you spend the money, that it hits the right program. The program accounting for an expenditure must be coded to the right program. We need to make sure those are working and that they tie in with the Utah State Grant website. Nate said we have tried to make sure the programs correlate.
    - Thomas let us know that if the program accounting is working, more than not, all is well. Same for cash reconciling.
  - Squire appreciated Nate, Kelli and the accounting staff. As organized as we are it's a big lift to get this taken care of. The checklists were nice and tidy.
  - NUAMES will always be hands-on through Bill.com and administrative approval. Red Apple Finance has no ability to spend NUAMES' money.
  - The question was asked: Do we move money from an account for payroll?
    - We move money from the Treasury account to payroll.

50.0% through the Year					BUDGET REPORT		EXPENSES		RATIOS	
	Year-to Date Actuals	Approved Budget	Forecast	% of Forecast	Pie Chart Legend		Forecast Goal			
Enrollment	1128	1153	1128		Salaries 57%		Operating Margin	1.5%	3%	
Revenue					Benefits 14%		Debt Service Coverage	17.63	1.25	
1000 Local	\$ 118,921	\$ 350,000	\$ 390,582	30.4%	Prof & Technical Services 4%		Days Cash on Hand	66	90	
3000 State	\$ 6,771,233	\$ 13,234,072	\$ 13,716,647	49.4%	Purchased Property Services 1%					
4000 Federal	\$ -	\$ 164,487	\$ 164,487	0.0%	Other Purchase Services 1%					
<b>Total Revenue</b>	<b>\$ 6,890,154</b>	<b>\$ 13,748,559</b>	<b>\$ 14,271,716</b>	<b>48.3%</b>	Supplies and Materials 1%					
Expenses					Property, Equipment 1%					
100 Salaries	\$ 2,819,634	\$ 7,508,198	\$ 7,445,975	37.9%	Debt Service and Misc <1%					
200 Benefits	\$ 1,303,380	\$ 3,120,191	\$ 3,159,300	41.3%						
300 Prof & Technical Services	\$ 158,453	\$ 570,000	\$ 625,100	25.3%						
400 Purchased Property Services	\$ 610,680	\$ 1,485,360	\$ 1,508,482	40.5%						
500 Other Purchase Services	\$ 344,307	\$ 705,000	\$ 729,523	47.2%						
600 Supplies and Materials	\$ 211,496	\$ 259,810	\$ 378,157	15.9%						
700 Property, Equipment	\$ 135,741	\$ 100,000	\$ 160,000	64.8%						
800 Debt Service and Misc	\$ 35,533	\$ -	\$ 49,000	72.5%						
<b>Total Expenses</b>	<b>\$ 5,619,224</b>	<b>\$ 13,748,559</b>	<b>\$ 14,055,537</b>	<b>40.0%</b>						
Net Income from Operations	\$ 1,270,930	\$ (0)	\$ 216,179	588%						
Operating Margin	18.4%	0.0%	1.5%							



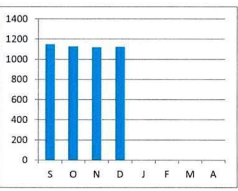
	Forecast	Goal
Operating Margin	1.5%	3%
Debt Service Coverage	17.63	1.25
Days Cash on Hand	66	90

Cash Reserve	Operating Margin
\$0-\$300,000	5%
\$300,000-\$500,000	4%
\$500,000-and above	3%

CASH		RESERVES		ENROLLMENT	
Ending Cash Balance	\$ 2,550,267	Actual Ytd	Forecast		
Days Cash on Hand	66	Last Year Reserve Balance	\$ 3,285,363	\$ 3,285,363	
Bank Account		Reserves Added this Year	\$ 1,270,930	\$ 216,179	
		Expenses from Reserves	\$ -	\$ -	
			\$ -	\$ -	
			\$ -	\$ -	
			\$ -	\$ -	
		<b>New Reserve Balance</b>	<b>\$ 4,556,293</b>	<b>\$ 3,501,542</b>	

	S	O	N	D	J	F	M	A	M
10-D	225	221	219	219					
11-D	256	251	250	250					
12-D	199	198	197	197					
D-T	680	670	666	666	0	0	0	0	0
10-M	168	167	165	169					
11-M	150	147	147	147					
12-M	150	144	142	142					
N-T	468	458	454	458	0	0	0	0	0
N-T	1148	1128	1120	1124	0	0	0	0	0



Created by Red Apple 

➤ Motion to approve FY Financial Audit: Lynnette Gilbert. Second: Sue Johnson. All in favor.

- SY26 Proposed Fee Schedule: Nate Taggart
  - This Fee Schedule is similar to last year. We have raised the Driver Education fee.

NUAMES SCHOOL FEES SY26		
	General	
Up to \$30	Art class fee	per student
Up to \$50	ACT Prep Class/ First Year Experience Class	per student
Up to \$20	ACT Boot Camp	per student
\$15	Attendance Make-up Fee (support staffing compensation)	\$90 maximum per year, per student per .25 credit
\$30.00	Calculator Rental (in class only, maintenance, purchase of new calculators)	
Up to \$100	Laptop Rental	per laptop
Up to \$80	Laptop Repair	Non-waivable
\$10	Class Change	Request may involve more than one class
Up to \$75	Club Membership Dues - Curriculum Related (supplies, activities, inductions, uniform, clothing, gear, exams, competition fee(s), vendo costs, membership fees, national dues)	non- CTSO; club must be pre-approved by principal
\$50	Credit recovery (materials, staffing, licensing)	per .25 credit
Up to \$30	Formal Dances (decorations, food, vendor costs, printing, per and/or per event)	per student/dance
Up to \$15	Dances - Stomps (decorations, food, vendor costs, printing)	per student/stomp
\$120	UTA Bus Pass (price set by vendor)	non-waivable
\$180	Driver Education - Theory/Range/Road (instruction, insurance, fuel, staffing, student, materials, vehicle maintenance)	per student
\$265	Summer Driver Education - Theory/Range/Road (instruction, insurance, fuel, staffing, student, materials, vehicle maintenance)	per student
Up to \$50	Field Trip - Elective Incentive Activity (admission, supplies, transportation)	per activity
Up to \$100	Graduation - Based on vendor cost breakdown (cost of renting items based on bid process)	per item
\$10	Graduation - Tassel, cords (based on vendor cost)	per item
Variable	Graduation Announcements - prices set by vendor	
Up to \$250	GROUP MEMBERSHIP DUES - NON CURRICULUM RELATED (supplies, activities, uniform/clothing/gear, exams, competition fee(s), vendor costs, membership fees, national dues) *Upon school principal approval, groups may fundraise-a spending plan must be submitted	Group must be pre-approved by principal
Up to \$1500	INTERNATIONAL SCIENCE AND ENGINEERING FAIR (ISEF) (entry fee, travel, lodging, food)	

➤

Up to \$1500	Out of State Robotics Competition	First place qualifiers only
Up to \$250	In-State Robotics Competition	
Up to \$10	Thumb Drives	per drive/non-waivable
Up to \$15	3D printing	per item
\$10	NHS Club Fees	per student
\$20	NHS medallions	optional
Up to \$30	Math XL license (CE Math 1010)	per student/non-waivable
Up to \$8	LITERARY MAGAZINE (printing cost)	
Up to \$50	NUAMES swag (t-shirts, hoodies, hats, etc)	Per item/non-waivable
4% + .40	ONLINE PAYMENT TRANSACTION FEE (cover fees set by vendor)	
\$50	ORIGINAL CREDIT above & beyond 8 credits (materials, staffing, licensing)	Additional courses above the 8 courses offered at school per 0.25 credit
\$5	REPLACEMENT ID'S (printing)	
\$4	SAFETY GLASSES (can be purchased outside of school)	
\$30	SEAL OF BILITERACY TEST/APPL TEST (price set by vendor)	
Up to \$175	SUMMER LEARNING OPPORTUNITIES (Code.org, WSU Prep, extended course offerings, math boot camp)	
Up to \$50	SUMMER SCHOOL (materials, staffing, licensing)	per .25 credit
up to \$65	YEARBOOK (price of yearbook set by vendor, cameras, materials, licensing)	
Up to \$25	Visual Arts (portfolio production, tools, materials, safety, storage, cleaning)	Art, Art History, Drawing, Painting, Photography
\$25	AP Lab (lab and modeling materials, tools, project materials, safety, storage)	
Up to \$65	AP Course Workbooks/Study Guide	if applicable
Up to \$100	AP Test Per Individual Test (price set by vendor)	non waivable
\$40	AP Late Test Fee (charge set by vendor if student registers for test after November 15)	non waivable
\$5	Physical Education/Conditioning/Weightlifting (any course with PE credit) (equipment, equipment maintenance, padlocks, locker upkeep)	Per semester/per course
Up to \$40	PSAT Test	Per test
	<b>Student Government/HOPE Squad/ Student Club Officer</b>	
Up to \$300	Uniform (sweater)	
Up to \$50	Spirit Clothing (program gear)	
Up to \$250	Camps/Retreat/Conferences (camp gear, entry fees, staffing)	
Up to \$250	Class/Group/Induction Banquet (meals)	If applicable
Up to \$850	Total Fee	
	<b>Career and Technical Education</b>	
up to \$50	CTE course fees (class supplies, equipment, project materials)	
\$10	Engineering courses (class supplies, equipment, basic project materials)	
\$10	Computer Science courses (class supplies, equipment)	
\$10	EMR (class supplies, equipment, project materials)	
Up to \$50	CPR Certification Red Cross Fee (cost set by vendor)	
\$10	Breathing mask (resuscitation supplies for CPR instruction)	
\$10	Medical Anatomy & PHysiology (CTE) (class supplies, equipment, basic project materials)	
\$25-\$100	CTSO Leadership Training (workshop supplies, staffing)	
Up to \$50	CTSO Membership (set by organization)	
\$500-\$1500	CTSO National Competitions (registration, lodging, food, travel)	First place qualifiers only
\$50-\$300	CTSO Regional/State Competition (registration, lodging, food, travel)	
up to \$25	CTSO Summer Camps (supplies, staffing)	
	<b>CONCURRENT ENROLLMENT</b>	
Up to \$50	Application/Enrollment Fee (college enrollment fee, one time only)	non-waivable
Up to \$100	Application/Enrollment Late Fine (university policy)	non-waivable
\$5	Cost Per Credit Hour (set by vendor)	non-waivable
Variable	CE Textbooks	non-waivable
Up to \$50	Project supplies	per course
Up to \$15	Course Related Community Activities	
	<b>TOTAL FEE - varies based on courses selected and number of credit hours taken</b>	<b>per activity</b>
	NUAMES ONLINE COURSE FEES (materials, staffing & licensing. Excludes Summer Driver's Ed)	Course management/course creation

\$50	NUAMES Online (materials, staffing & licensing. Excludes Summer Driver's Ed)	per .25 credit/.50 credit courses \$100
\$30	Student Activity (school-wide student activities)	
\$20	Computer & Technology (computer upkeep, Wi-Fi, computer programs, instructional equipment)	
up to \$45	FYE/ACT PREP/CLASS FEES (administrative cost, materials per class, staffing)	
Up to \$10	ATTENDANCE MAKE-UP FEE (support staffing compensation)	\$90 maximum per year, per student per 0.25 credit
\$10	CLASS CHANGE (out of contract hour stipends, personnel making changes, student related items and activities provided by school counseling department)	non-administrative - per request, request may involve more than one class
Up to \$75	CLUB MEMBERSHIP DUES - CURRICULUM RELATED (supplies, activities, inductions, uniform/clothing/gear, exams, competition fee(s), vendor costs, membership fees, national dues) *Upon school principal approval, clubs may fundraise-a spending plan must be submitted	non CTSO; club must be pre approved by school Principal
\$50	CREDIT RECOVERY (materials, staffing, licensing)	per .25 credit
See WSU Parking Fees	PARKING PERMIT (Weber State sets Parking printing permit) *Parking tickets are fines, not fees; including cost of boot removal	non-waivable
	<b>DTC/ OWTC</b>	
\$70	Enrollment fee (one time college enrollment fee)	non-waivable
Variable	Course supplies (program specific)	non-waivable
	<b>EARLY COLLEGE</b>	
Variable	Early College Tuition (price set by the college)	
Variable	College student ID card (price set by the college)	
Up to \$150	School Pictures (prices set by vendor)	
Variable	<i>Early College Tuition Pay Back *contingent on the NUAMES Early College Scholarship agreement</i>	
<b>Variable</b>	<b><i>*Fees related to participation in neighborhood high school sports, classes, clubs and activities are set by the local school districts</i></b>	

**Motion to approve the SY26 Proposed Fee Schedule: Dave Farro. Second: Lynnette Gilbert. All in favor.**

➤ **Entity Resolution:** Nate Taggart

- We need a Board resolution to formalize the ability to move money from treasury account. We do withdrawals from this account. Any money that comes in goes into the treasury account. The money coming from the State also goes directly into this account. We would like permission that gives us the ability to move money from the treasury account to other accounts as needed.

**Motion to approve Entity Resolution: Lynnette Gilbert. Second: Mary McKinley. All in favor.**

➤ **SY26 Proposed Calendar:** Kelli Booth

- We wanted the Board to see this proposed calendar. This calendar meets the threshold of 180 and the 990. This aligns closely with Davis District calendar.
- The calendar committee will meet this week, and we will bring any changes back to the next Board Meeting.
- One of the most significant changes was when we moved to our set "A" days and set "B" days and finishing the first semester before Christmas. We sent out a survey to our teachers to ask their preferences regarding the Friday schedule. Maybe next year we will move back into more hybrid-type classes including online classes.

# NUAMES Early College High School

## 2025 - 2026 School Calendar (Magnet)

August '24						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	T	T	T	F	CB	16
17	18	19	20	21	CA	23
24	25	26	27	28	CB	30
31						

September '24						
Su	M	Tu	W	Th	F	S
	1	2	3	4	CA	6
7	8	9	10	11	CB	13
14	15	16	17	18	M	20
21	22	23	24	P	CB	27
28	29	30				

October '24						
Su	M	Tu	W	Th	F	S
			1	2	CA	4
5	6	7	8	9	CB	11
12	13	14	Q	R	R	18
19	T	21	22	23	CA	25
26	27	28	29	30	CB	

November '24						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	CA	8
9	10	11	12	13	M	15
16	17	18	19	20	CA	22
23	24	25	T	H	R	29
30						

December '24						
Su	M	Tu	W	Th	F	S
	1	2	3	4	CB	6
7	8	9	10	11	CA	13
14	15	16	17	Q	T	20
21	R	R	H	R	R	27
28	R	R	R			

January '25						
Su	M	Tu	W	Th	F	S
				H	R	3
4	5	6	7	8	CA	10
11	12	13	14	15	CB	17
18	19	20	21	22	CA	24
25	26	27	28	29	M	31

February '25						
Su	M	Tu	W	Th	F	S
1	2	3	4	P	CA	7
8	9	10	11	12	CB	14
15	16	17	18	19	CA	21
22	23	24	25	26	CB	28

March '25						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	CA	7
8	9	10	11	Q	T	14
15	16	17	18	19	CB	21
22	23	A	25	26	CA	28
29	T	T				

April '25						
Su	M	Tu	W	Th	F	S
			T	T	T	4
5	6	7	8	9	10	11
12	13	14	15	16	M	18
19	20	21	22	23	24	25
26	27	28	29	30		

May '25						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	G	16
17	18	19	20	Q	T	23
24	25	26	27	28	29	30
31						

- F** First Day of School
  - R** Recess Day (No School)
  - H** Holiday (No School)
  - T** Teacher Work Day (No School)
  - Q** End of quarter
  - M** Midterm
  - G** Graduation
  - P** Parent Teacher Conference
  - A** ACT
- A Day
  - B Day
  - CA C Days
  - CB C Days

Motion to approve the SY26 proposed calendar: Mary McKinley. Second: Dave Ferro. All in favor.

## **INFORMATION ITEMS:**

- **Lottery:** (As of January 2, 2025)
  - **NUAMES NORTH:**
    - Total Applications - 133
    - In Process – 3
      - January 2024 Numbers: 145 completed applications
  - **NUAMES DAVIS:**
    - Total Applications - 298
    - In Process – 6
      - January 2024 Numbers: 212 completed applications
  - Information nights scheduled for January 29<sup>th</sup> and 30<sup>th</sup>
  
- **NUAMES EARLY COLLEGE SCHOLARSHIP:**
  - Sophomore eligibility - Spring Semester
    - A few things have changed with Early College. WSU has changed their requirements. They don't require the ACT score anymore to receive their \$1,000 scholarship, and GPA is a 3.0 to qualify.
    - To receive the NUAMES Scholarship (1,250), it is a 3.5 GPA and an ACT test score.
    - Another change is the general studies requirements. Starting with graduates in 2026, WSU reduced the requirements. There are now 9 less credits required. Our push and encouragement will be to do a specialized department associate degree.
    - This proposal would be that our sophomores would be eligible for our NUAMES scholarship in Spring semester of 2026. Then they would also be able to register for Spring semester at WSU and eligible for our scholarship of \$1,250/semester. They still would need the ACT and would have to meet the 106 index.
    - Dave Ferro mentioned that he thinks this is a good opportunity. USHE is the reason WSU is lowering the General Ed requirements. He thinks we need AIS Technical Studies instead of General Education. Dave would be happy to work with us to help us figure out how to do this. It might take a little work, but Dave thinks we could do it.
    - Financially, NUAMES would be able to fund the additional scholarships required by sophomores who do this program.
    - We currently have all the required courses in CE in General Studies. We could fill up those classes with Technology, Communications, Psychology, etc., then encourage them to use their scholarship to take the classes we do not offer in Early College.
    - We would like our students to be able to get their associate degree in “English” or “Math” or “Engineering”, etc. Weber State offers 50 different associate degrees. Not just General Education.
    - NUAMES would make it a requirement that sophomores need to take FYE first semester and then they would be qualified to take Early College classes second semester. We could promote this as a program.
    - This would be a shift that supports student learning.
  
- **Marketing:** Steve Davis
  - We had a great meeting with DJ Milar. He gave us good ideas and a different perspective. He wants to link everything back to NUAMES. We changed the phone number on the last flier to track easier. In the future, we will use different phone numbers to locate which marketing is best. He was very complimentary on our marketing efforts. He gave us a new QR code to track if it came from fliers, movie theatre, or another source.
  - Our fliers go out this week. All Davis County residents will have personalized fliers with their names. Weber and Morgan counties will get fliers addressed to families with students aged between 14 and 17 in the households. Those will hit this week to be ready for our open houses on the 29<sup>th</sup> and the 30<sup>th</sup>.

➤ **Upcoming Dates:**

- January 29 – Accreditation final visit
- January 29 – Information Night Davis Campus
- January 30 – Information Night North Campus
- February 27 – Fly-By
- March 20 – ACT for Juniors
- May 2 – ASPIRE testing for sophomores
- We are still doing our act boot camps in the spring.

➤ **Next Meeting:** March 11, 2025 10 am

➤ **Public Comment:**

➤ **Adjourn Meeting:** Sue Johnson

➤ **Motion to adjourn:** Lynnette Gilbert. **Second:** Sue Johnson. **All in favor.**