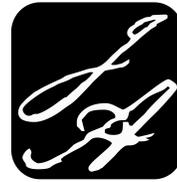


**JEFFERSON ACADEMY**  
**Board of Directors Meeting**  
**Monday, April 18, 2016**



**JEFFERSON**  
**ACADEMY**

**Location:** 1425 S. Angel Street, Kaysville, UT 84037

**In Attendance:** Keith Facer, Shelley Young, Taylor Leavitt, Alana Wilson, Judy Nixon

**Others in Attendance:** Nicole Jones, Brad Taylor, Steve Davis, Kara Finley, Britin Van Brocklin

Jefferson Academy will offer an academically challenging and content-rich history-centered curriculum that incorporates the study of American citizenship and is based on the Core Knowledge Sequence. Jefferson Academy will provide an environment in which every student has the opportunity to gain a strong foundation of knowledge in world and American history, classic literature, science, math and fine arts. It is the desire and mission of this school to have every child be challenged, experience success and master basic skills, grow in academic ability and content knowledge, and develop an understanding and appreciation for our nation's heritage and founding principles.

## **MINUTES**

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**8:11 PM – CALL TO ORDER by Keith Facer**

### **CONSENT ITEMS**

- **March 14, 2016 Board Meeting & Closed Session Minutes**  
Keith Facer made a motion to approve the March 14, 2016 Board Meeting and Closed Session Minutes with the changes to those in attendance for the motions; Taylor Leavitt seconded. Motion passed unanimously.

### **PUBLIC COMMENT**

- No public comments were made.

### **MONITORING**

- **Director Update**  
Nicole Jones updated the Board on the state of the school. The volunteer hours are looking good and the PTO is encouraging families to record their hours. The lottery is being run on Mondays and the enrollment is filling in nicely for the 2016-2017 school year. The after school program is functioning well and was able to self-fund, so the school is planning on keeping it next year.  
All the teachers are certified and there will only be a few Level I teachers next year since the staff is well-trained and maturing. The observation schedule for administration and mentors in the classrooms was discussed and the mentors next year will be able to provide more professional development.  
The Performance Pay Plan for the 2016-2017 school year will mirror the plan from last year. Section D has a self-evaluation in place of the data assessment scores. Most of the teachers are able to earn the performance pay and understand that the school is

measuring for growth and trying to reward for great performance. The advanced degree award was also given to a teacher this past year that earned a masters. Britin Van Brocklin arrived at 8:39 PM.

○ **Budget Update**

Brad Taylor discussed SB 38 passing in the legislative session and how it will change funding for next year. The current budget is being closely monitored and will be watched through the rest of the school year. With enrollment estimates for next year and the increased funding, the school will be budgeting conservatively for the upcoming school year and be aware of needs.

**CLOSED SESSION TO DISCUSS PERSONNEL**

- Keith Facer made a motion to enter a Closed Session to discuss the character, professional competence, or physical or mental health of an individual; Alana Wilson seconded. Motion passed unanimously, the votes were as follows:

- Keith Facer – AYE
- Shelley Young – AYE
- Taylor Leavitt – AYE
- Alana Wilson – AYE
- Judy Nixon – AYE

Entered Closed Session at 8:50 PM.

Nicole Jones left from 9:06 PM to 9:31 PM.

- Keith Facer made a motion to adjourn the Closed Session; Shelley Young seconded. Motion passed unanimously, the votes were as follows:

- Keith Facer – AYE
- Shelley Young – AYE
- Taylor Leavitt – AYE
- Alana Wilson – AYE
- Judy Nixon – AYE

Adjourned Closed Session at 9:31 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; Alana Wilson seconded. Motion passed unanimously, the votes were as follows:

- Keith Facer – AYE
- Shelley Young – AYE
- Taylor Leavitt – AYE
- Alana Wilson – AYE
- Judy Nixon – AYE

Entered Closed Session at 9:33 PM.

- Keith Facer made a motion to adjourn the Closed Session; Judy Nixon seconded. Motion passed unanimously, the votes were as follows:

- Keith Facer – AYE
- Shelley Young – AYE
- Taylor Leavitt – AYE

- Alana Wilson – AYE
  - Judy Nixon – AYE
- Adjourned Closed Session at 9:34 PM.

## **VOTING ITEMS**

- **2016-2017 Compensation Plan**  
Keith Facer made a motion to approve the 2016-2017 Compensation Plan including the Performance Pay Plan; Judy Nixon seconded. Motion passed unanimously.

## **POLICY GOVERNANCE**

- The Board reviewed governance policies and the practices of the school. The administration is going to focus on sustaining the mission and explaining the purpose behind American citizenship and how it is integrated at the school. The Board job description was considered and the Board reflected on how they are following their responsibilities and doing their duty to the stakeholders. The Charter Effectiveness Goals 4-6 were evaluated on how the school strives to meet the goals, including how the school is watching trends.

## **DISCUSSION ITEMS**

- **RFP for Financial Advisory Services**  
There may be a way for the building bonds to be refinanced and the school would like to consider by issuing an RFP. The timeframe for the RFP was reviewed, and the review committee will be Shelley Young, Keith Facer, and Nicole Jones. The current bonds and debt ratios were discussed and the school will move forward with an RFP.
- **Board Term Review**  
The Board Members reviewed the current terms and the amendment that was submitted. The need for consistency at the Board level was considered.
- **Action Items**  
Current action items were reviewed and the fundraising committee will be meeting.
- **Calendaring**  
Board Retreat June 4, 2016 from 8:00 AM to 12:00 PM.

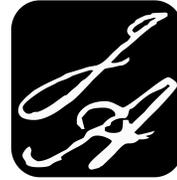
## **TRAINING**

- **Governing Board Online Training #9 & #10**  
Keith Facer reviewed GBOT 9 regarding Annual Review and Evaluation of School Performance and GBOT 10 regarding Holding Productive Board Meetings. The Board is following the standards on school performance and is considerate of the Open Meetings Act and following best practices at Board Meetings.

## **ADJOURN**

- Keith Facer made a motion to adjourn the Board Meeting; Taylor Leavitt seconded. Motion passed unanimously.  
Board Meeting adjourned at 10:21 PM.

**JEFFERSON ACADEMY**  
**Board of Directors Closed Session**  
**Monday, April 18, 2016**



**JEFFERSON**  
**ACADEMY**

**Location:** 1425 S. Angel Street, Kaysville, UT 84037

**In Attendance:** Keith Facer, Shelley Young, Taylor Leavitt, Alana Wilson, Judy Nixon

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## MINUTES

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### 8:50 PM – CALL TO ORDER by Keith Facer

- Keith Facer made a motion to enter a Closed Session to discuss the character, professional competence, or physical or mental health of an individual; Alana Wilson seconded. Motion passed unanimously, the votes were as follows:
  - Keith Facer – AYE
  - Shelley Young – AYE
  - Taylor Leavitt – AYE
  - Alana Wilson – AYE
  - Judy Nixon – AYE

Nicole Jones left from 9:06 PM to 9:31 PM.

Closed Session to discuss the character, professional competence, or physical or mental health of an individual.

### ADJOURN

- Keith Facer made a motion to adjourn the Closed Session; Shelley Young seconded. Motion passed unanimously, the votes were as follows:
  - Keith Facer – AYE
  - Shelley Young – AYE
  - Taylor Leavitt – AYE
  - Alana Wilson – AYE
  - Judy Nixon – AYE

Adjourned Closed Session at 9:31 PM.

**9:33 PM – CALL TO ORDER by Keith Facer**

- Keith Facer made a motion to enter a Closed Session to discuss the character, professional competence, or physical or mental health of an individual; Alana Wilson seconded. Motion passed unanimously, the votes were as follows:
  - Keith Facer – AYE
  - Shelley Young – AYE
  - Taylor Leavitt – AYE
  - Alana Wilson – AYE
  - Judy Nixon – AYE

Closed Session to discuss the character, professional competence, or physical or mental health of an individual.

**ADJOURN**

- Keith Facer made a motion to adjourn the Closed Session; Judy Nixon seconded. Motion passed unanimously, the votes were as follows:
  - Keith Facer – AYE
  - Shelley Young – AYE
  - Taylor Leavitt – AYE
  - Alana Wilson – AYE
  - Judy Nixon – AYE

Adjourned Closed Session at 9:34 PM.

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**AFFIDAVIT**

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**This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a).**

  
\_\_\_\_\_  
Keith Facer, Chair

  
\_\_\_\_\_  
Date