Utah Virtual Academy
Governing Board of Directors
Board Meeting

Date: Wednesday, December 9, 2020
Location: This meeting of the board of directors was held via teleconference.
[Allowable Under: Executive Order Suspending the Enforcement of Provisions of Utah Code §§ 52-4-202 and 52-4-207, and Related State Agency Orders, Rules, and Regulations, Due to Infectious Disease COVID-19 Novel Coronavirus]

Board Members Present: Kristen Davidson, Marty Carpenter, Matthew Thue, Dallin Drescher
Board Members Excused: Brian Maxwell, Amberly Keeler
Others Present: Meghan Meredith, William Johnston, Kim Dohrer, Brad Taylor, Cole Arnold, Kara Finley, Desi Wright, Jon Osborn, LuAnn Charles, Melanie Morris, Mike Ronquillo, Perry Goodger, Debbie Dempsey, Jillian Hymas, Regina Krotzer, Angela Schmith, Marc Fenton, Michelle Orton, Melanie Denton

Utah Virtual Academy students will attain superior academic achievement through parent involvement, innovative teaching and school accountability within a virtual environment that embraces individual learning styles.

MINUTES

DISCUSSION

- Meeting started at 6:41 PM and no official quorum was held by the board. Individuals present included Kristen Davidson, Marty Carpenter, Matthew Thue, Meghan Meredith, William Johnston, Kim Dohrer, Brad Taylor, Cole Arnold, Kara Finley, Desi Wright, Jon Osborn, LuAnn Charles, Melanie Morris, Mike Ronquillo, Perry Goodger, Debbie Dempsey, Jillian Hymas, Regina Krotzer, Angela Schmith, Michelle Orton, and Marc Fenton.
- **Student and Staff Spotlight**
  - Melanie Morris was highlighted as a high school ELA teacher at Utah Virtual Academy. One of her goals is to have the students feel part of a community and she is a wonderful example at making sure students feel valued and recognized.
  - Marc Fenton was spotlighted as an exemplary student who is simultaneously completing multiple grades of coursework. He wants to enter the field of electrical engineering after graduating and appreciates the support of the Utah Virtual Academy teachers.
- **Head of School Report**
  - Meghan Meredith reported on the current state of the school, including the four-year cohort graduation rates. The career pathways may include public safety and law enforcement in the future.

CALL TO ORDER

- Matthew Thue called the board meeting to order at 6:58 PM when a quorum of the board was present.

PUBLIC COMMENT

- No public comment.
- This was the second public comment period for the 2021-2022 Fee Schedule and Fee Waiver Policy.

BUSINESS ITEMS

- **Finance Report**
  The board was provided with the statement of financial position and statement of activities.
  - **Acceptance of State Revenue**
    The allotment memo was reviewed, including the updated amounts due to increased funding.
    Kristen Davidson made a motion to approve accepting state revenue; Marty Carpenter seconded. Motion passed unanimously.
  - **Bank Reconciliations and Payment and Deposit Registers**
    The deposits made from the state and the reconciliation was considered. The funding amounts were as expected over the reviewed period.
    Kristen Davidson made a motion to approve the bank reconciliations and payment and deposit registers; Dallin Drescher seconded. Motion passed unanimously.
  - **Invoice Approval for Purchases over $7,500**
    The PowerSchool invoices covers the increased enrollment fees and licenses. The Virtual Technologies Group invoice is to replace technology and obtain new technology.
    Dallin Drescher made a motion to approve the invoices over $7,500, including PowerSchool SIS and Virtual Technologies Group; Kristen Davidson seconded. Motion passed unanimously.
  - **DotCom Therapy Amendment Agreement to the Services Agreement**
    The DotCom Therapy contract is for speech language therapy services.
    Marty Carpenter made a motion to approve the DotCom Therapy Amendment Agreement to the Services Agreement; Kristen Davidson seconded. Motion passed unanimously.
  - **K12 Payment**
    The vendor aging report for cash flow was provided and the amounts being held for contract negotiations was shown along with the payment recommendation. The contract negotiations are still in progress.
    Kristen Davidson made a motion to approve a payment of $1,259,152.50 to K12; Dallin Drescher seconded. Motion passed unanimously.
  - **Academica West Payment**
    The Academica West invoice is for December 2020 and there is still an amount being held due to contract negotiations.

Marty Carpenter made a motion to approve the Academica West December invoice; Dallin Drescher seconded. Motion passed unanimously.

- **Head of School Report**
  Enrollment planning is a current consideration for the upcoming school year in order to serve the increased student body. Current enrollment and retention are being tracked.
  - **LEA-Specific License Request**
    It is requested for Audrey Christensen and Cresta Winter to be awarded LEA-specific licenses in order to be highly qualified through the state.
    Kristen Davidson made a motion to approve the LEA-Specific License requests for Audrey Christensen and Cresta Winter; Dallin Drescher seconded. Motion passed unanimously.
  - **2021-2022 Fee Schedule and Fee Waiver Policy**
    The AP textbook fee is included in the fee schedule and the board reviewed the Fee Waiver Policy in order to be aware of fee waiver requirements.
    Kristen Davidson made a motion to approve the 2021-2022 Fee Schedule; Marty Carpenter seconded. Motion passed unanimously.
  - **Comprehensive Guidance Application**
    The Comprehensive Guidance Application would allow the school to submit to the state as the first online school in Utah to join the program.
    Kristen Davidson made a motion to approve the Comprehensive Guidance Application; Matthew Thue seconded. Motion passed unanimously.
  - **University of Utah Research Proposal**
    Tabled.
- **Academica West Report**
  Tabled.
- **Board Business**
  - **Rescind 4003 Asset Tracking Policy and Adopt Capitalization and Expense Policy**
    It is recommended for the board to rescind the 4003 Asset Tracking Policy and adopt the Capitalization and Expense Policy to meet state reporting standards. The board considered items that have been depreciated.
    Marty Carpenter made a motion to rescind 4003 Asset Tracking Policy and approve adoption of the Capitalization and Expense Policy; Kristen Davidson seconded. Motion passed unanimously.
  - **Tuition Reimbursement Policy**
    The policy will allow for tuition-reimbursement to qualifying employees.
    Kristen Davidson made a motion to approve the Tuition Reimbursement Policy; Marty Carpenter seconded. Motion passed unanimously.
  - **K12 Agreement**
    Tabled. Legal counsel is in the process of reviewing documentation.
  - **Academica West Agreement Addendum**
    Tabled.

- **November 11, 2020 Board Meeting Minutes**
  Kristen Davidson made a motion to approve the November 11, 2020 Board Meeting Minutes; Marty Carpenter seconded. Motion passed unanimously.

CLOSED SESSION

- Tabled.

CALENDAR ITEMS

- The next board meeting is tentatively scheduled for January 20, 2021 at 6:30 PM. It would be beneficial for the board to consider an amended budget at the January meeting.

ADJOURN

- *Dallin Drescher made a motion to adjourn the board meeting; Kristen Davidson seconded. Motion passed unanimously.*
  Board meeting adjourned at 7:50 PM.