



# Mountainville Academy

## Board Meeting Minutes DRAFT

August 18, 2021

Notice is hereby given that the Mountainville Academy Board of Trustees will hold a Board Meeting and Executive Session at 195 S Main Street, Alpine, UT on Wednesday, August 18th at 7:00 p.m.

In attendance: Stephanie Cotton-Betteridge, Tanya College, Wes Funk, Janese Vance, Kasey Hansen, Adam Martin, Amy Foote. Jack Garzella on the phone

Excused: Alece Schow, Peter Henrie

### BOARD MEETING

#### 1. WELCOME & CALL TO ORDER Marisa called the meeting to order at 7:15

1. Reverent Remarks by Amy Foote
2. Pledge of Allegiance

#### 2. PUBLIC COMMENT

Public Comment is time for the public to give input to the board, but is not a discussion time. Comments are limited to 1-2 minutes per individual. Individuals wishing to make a longer presentation to the board may request placement on the agenda by contacting the board secretary or chairman. Administrative items, those regarding the day-to-day operation of the school, may be referred to the school director for resolution. Individuals who have previously met with the school director and still have concerns should feel free to participate in the public comment portion of the meeting.

3. BUSINESS MANAGER'S REPORT – Nate was excused. He had previously sent the financial reports which were discussed in the Finance Committee meeting.

#### 4. CONSENT AGENDA

- A. Minutes 6.05.21
- B. Board Retreat Minutes 6.05.21

Adam moved and we accepted the minutes from both the Board Retreat and Board Meeting minutes from 6.05.21. Marisa seconded. Ayes: Tanya College, Wes Funk, Adam Martin, Amy Foote, Stephanie Cotton-Betteridge. No Nays.

#### 5. DISCUSSION ITEMS

- A. Board Training – Discussed the upcoming Training Schedule from the Utah Charter School Board
- B. Director's Report – Janese discussed the start of school which went well, good staff, good collaboration between teachers. Three teachers are participating in a mentoring program to coach and help each other. Currently in year 3 of a 4 year for the mentoring program - A2a Assessment to Achievement.

Summer bridge learning went well. Enrollment is looking good; final numbers of students will land around 700. Carpool hiccup with a car parked in the street that held traffic up to the roundabout. Janese will address this quickly (maybe will need to talk to the neighbor/owner of the blocking car) to keep carpool rolling smoothly. Possibly send a reminder in the school's minutes to all parents.

- C. Committee Reports

I. Executive - met and discussed the school enrolment numbers, LEA grant and needed approval from the Board. Reviewed the Committees and meeting times.

ii. Academic Excellence: Did not meet.

iii. Finance - met; does not have final budget yet but made some adjustment to the initial 2021-2022 budget's numbers based on number of enrolled students.

iv. Development: did not meet yet.

v. Governance: Did not meet.

vi. Technology: Did not meet.

vii. FSO Report: Alece was excused but sent the report to Marisa. They have been working on finding lunch volunteers. Alece Schow agreed to serve as President for the next school year. Mandi Halversson as Vice President, Mary Seaquist, Secretary, Marissa Smith as Treasurer

4. Early Learning Plan 2021-2022 – Plan for the reading and math component of the schedule this year. It needs to have approval from the Board.

5. ESSER III Plan/ARP ESSER – This plan requires a detailed account of what the school will spend on grants received from the government. We plan on using some for chrome books (will need about 150 more...) , on next summer bridge learning program, on digital teaching budget. This is a specific grant that can only be used for very limited items. Wes suggested that we use some of the money on the bulletin board like the one in the school's front entrance depicting the founding fathers. He offered to help sponsor more of these murals with historic or other pioneers of technology to highlight different STEM figures.

6. MVA Annual Board Meeting Calendar – Briefly discussed the calendar. No board approval needed for this item.

7. Board Committee Members Updates: Discussed this item to update the committees. Adam will stay on the board for however long we need him to. He moved and his children will attend a different charter school. He does not need to resign. Same with Jack. Stephanie resigned from the Academic Excellence Committee. Adjusted meeting times for each committee.

8. FSO General Membership Meeting in September - This is a FSO meeting and Board meeting to introduce new board members, introduce and vote in new FSO members. Discussed the general procedure for Elected Board Members and FSO new members for the general FSO meeting. Parents will have an opportunity to talk to teachers in sessions. Possible times for the sessions for parents to meet with teachers, sign up for classroom help such as room parent, refresher on any sickness related state requirements and later, hold the board meeting to vote in new members.

Suggested Sessions: 7-7:10 7:15-7:25 7:30-7:40; 7:45-7:55 – Board Meeting to start at 8pm.

## 6. ACTION ITEMS

1. Early Learning Plan 2021-2022: Marisa moved to approve the final 2021-2022 budget. Adam seconded. Ayes: Tanya College, Wes Funk, Adam Martin, Amy Foote, Stephanie Cotton-Betteridge. No Nays.
2. ESSER III Plan/ ARP ESSER: Marisa moved to approve the final 2021-2022 budget. Wes seconded. Ayes: Tanya College, Wes Funk, Adam Martin, Amy Foote, Stephanie Cotton-Betteridge. No Nays.
3. MVA Annual Board Meeting Calendar: No approval needed.

7. CLOSED/EXECUTIVE SESSION: The Board will consider a motion to close the meeting to hold a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with § 52-4-204 and 52-4-205 et. seq., Utah Code Ann.

8. Action items from Executive Session

9. ADJOURN - Marisa moved and we adjourned at 8:16 pm. Amy seconded.

The public is welcome to attend Mountainville Academy Board Meetings. In compliance with the Americans with Disabilities Act, those needing special assistance or accommodations should contact the secretary at [sbetteridge@malions.org](mailto:sbetteridge@malions.org), giving at least

# 6417 LEA Specific Educator License

## STATEMENT OF POLICY

The Mountainville Academy Board of Trustees committed to compliance with Utah State Board of Education (USBE) rules outlining requirements and procedures for obtaining educator licenses required for employment as a licensed educator. The Mountainville Academy Board of Trustees also recognizes the license structure of a Local Education Agency (LEA)- specific educator license to allow local LEA's to determine specific license areas of concentration and endorsement in accordance with R277-301 (7). The Mountainville Academy Board of Trustees recognizes the requirements of content knowledge and pedagogical requirements for licensed educators, including required criminal background checks and ethics review. The Mountainville Academy Board authorizes the School Leader to establish administrative regulations consistent with this policy, subject to review and approval by the Board.

## DEFINITIONS

- 1) "Associate Educator License (USBE)" a license issued to an individual completing the requirements to receive a Professional Educator License. Individuals may be working as an intern, enrolled in a university program, enrolled in a career and technical education (CTE), or an Alternate Pathway to Professional Educator License (APPEL). The requirements of an associate educator license are outlined in R277-301-4. An associate educator license, license area, or endorsement is valid for two years.
  - a) The general requirements include:
    - i) completion of a criminal background check;
    - ii) completion of an ethics review within one calendar year of application; and
    - iii) one of the following:
      - (1) a bachelor's degree or higher from a regionally credited institution;
      - (2) current enrollment in a university Board-approved educator program that will result in a bachelor's degree or higher from a regionally credited institution; or
      - (3) skill certification in a specific CTE area.
  - b) An educator with an associate educator license may upgrade to a professional educator license at any time prior to expiration of the associate educator license if the educator meets all the requirements of R277-301-5.
- 2) "Professional Educator License (USBE)": A license issued to an individual who has demonstrated all of the State established competencies to be an educator. The requirements for a professional educator license are outlined in R277-301-5. A professional educator license, license area, or endorsement is valid for five (5) years.
  - a) The general requirements for a professional educator license include:
    - i) all general requirements for an associate educator license under R277-301-4.

- ii) completion of a bachelor's degree or higher from a regionally accredited institution; or skill certification in a specific CTE area; and
- iii) one of the following;
  - (1) a recommendation from a USBE Board-approved educator preparation program; or
  - (2) a standard educator license in the area issued by a licensing jurisdiction outside of Utah that is currently valid or is renewable consistent with Section 53E-6-307.
- 3) "Local Education Agency (LEA)-specific Educator License": An individual, approved by the Board of Education who has met locally defined competencies to be an educator, and approved by LEA application to USBE.
- 4) "License Areas of Concentration": means a designation on a license of the specific educational setting or role for which the individual is qualified, to include the following:
  - a) Early Childhood;
  - b) Elementary;
  - c) Secondary;
  - d) Educational Leadership;
  - e) Career and Technical Education or "CTE";
  - f) School Counselor;
  - g) School Psychologist;
  - h) Special Education;
  - i) Preschool Special Education;
  - j) Deaf Education;
  - k) Speech-Language Pathologist;
  - l) Speech-Language Technician;
  - m) School Social Worker; and
  - n) Communication Disorders.
- 5) "Endorsement" means a designation on a License Area of Concentration earned through demonstrating required competencies established by the State Superintendent of Public Instruction that qualifies the individual to: provide instruction in a specific content area; or apply a specific set of skills in an education setting.
- 6) "Mentor" A trained educator who holds a professional educator license, and shall where possible:
  - a) perform substantially the same duties as the mentored educator with release time work as a mentor; or
  - b) be assigned as an instructional coach or equivalent position.
  - c) pass the USBE mentor training modules.

## **LOCAL EDUCATION AGENCY (LEA)-SPECIFIC EDUCATOR LICENSE**

- 1) The general requirements for an LEA-specific Educator License include:
  - a) completion of a criminal background check and clearance in accordance with R277-214;
  - b) completion of an educator ethics review as described in R277-500 within one calendar year of the application;
  - c) completion of a bachelor's degree or higher from a regionally accredited college or university; and/or demonstrated content knowledge and pedagogical requirements by:
    - i) successfully passing an assessment; or
    - ii) by demonstrated experience.
- 2) Approval: An application for an LEA-specific Educator License must receive approval by the Board of Education in a public meeting no more than 60 days prior to the LEA application to USBE.
  - a) The request for approval must include the rationale for the appointment of an LEA-Specific license.

## **LICENSE AND ENDORSEMENT AREAS**

- 1) An LEA-specific Educator License, is limited to the following license areas:
  - a) Early Childhood,
  - b) Elementary,
  - c) Secondary,
  - d) Career and Technical Education or "CTE",
  - e) Speech-Language Pathologist,
  - f) Speech-Language Technician,
  - g) School Social Worker,
  - h) Communication Disorders,
  - i) Educational Leadership,
  - j) Special Education,
  - k) Deaf Education, and
  - l) School Counselor.

## **LEA-SPECIFIC EDUCATOR LICENSE REQUIREMENT**

- 1) An LEA-specific Endorsement includes all USBE Endorsement areas.
- 2) An LEA-specific Educator License/Endorsement is valid for one, two, or three years in accordance with the LEA application to the USBE.
- 3) In accordance with R277-301 (7) an LEA-specific Educator License is valid only at Mountainville Academy and expires immediately upon employment separation.

## **LEA- SPECIFIC EDUCATOR TRAINING, MENTORING, AND SUPPORT**

- 1) Within the first year of employment, the educator must complete the following training:
  - a) educator ethics;
  - b) classroom management and instruction;
  - c) basic special education law and instruction; and
  - d) Utah Effective Teaching Standards described in R277-530. II.
- 2) The educator must participate in the Mentoring Program. Mountainville Academy shall provide at least a three-year mentoring program by a trained mentor educator who:
  - a) holds a professional educator license and where possible;
  - b) performs substantially the same duties as the educator with release time to work as a mentor; or
  - c) is assigned as an instructional coach or equivalent position.
  - d) The assigned mentor shall assist the educator to meet the Utah Effective Educator Standards established in Rule R277-530, but may not serve as an evaluator of the educator.
- 3) The mentoring program shall include:
  - a) a formal Professional Learning Plan and support in meeting the requirements of a professional license area; and
  - b) on-going training on educator ethics and special education.

#### **NOTIFICATION OF LEA-SPECIFIC EDUCATOR LICENSE**

- 1) Mountainville Academy shall post LEA-specific Educator Licenses, license areas, or endorsements on each school's website. The post shall include:
  - a) a disclosure of the fact that the school employs LEA-specific educator licenses, license areas, or endorsements;
  - b) the percentage of the types of licenses, licenses areas, and endorsements held by educators employed in the school based on the employees' FTE in the Comprehensive Administration of Credentials for Teachers in Utah Schools (CACTUS); and
  - c) a link to the Utah Educator Look-up tool. REF: Utah Admin. Code R277-301. Educator Licensing

**Approved: 09/21**

# Utah Law and Policy

Sex Education Instruction Assurances

Return by  
5/31/2022

Utah State Board of Education  
Attn: Jodi Parker  
Jodi.Parker@schools.utah.gov

Local Education Agency (LEA): Mountainville Academy School Year: 2021-2022

## Health, Science, and Consumer Science Teachers

- ☐ New and newly assigned teachers of Sex Education have received USBE sponsored professional development.
- ☒ All veteran instructors of Sex Education have received at least one LEA-sponsored update training in the last three years.

## LEA Sex Education Committee for Materials and Guest Speakers

Committee members must include at least the same number of parents as district/school employees

- ☒ Our LEA has an active committee in place.

The committee makeup includes: (Please indicate the number in each category).

<u>2</u> District/School Administrator(s)	<u>1</u> Jr. High/Middle School Health Teacher(s)
<u>    </u> Senior High Health Teacher(s)	<u>    </u> Principal/Assistant Principal(s)
<u>1</u> School Counselor(s)	<u>    </u> Medical Personnel/School Nurse
<u>3</u> School Board Member(s)	<u>    </u> Parent(s) or PTA Officer(s)

- ☐ Our LEA does not have an active committee in place, but will have a committee functioning by:

\_\_\_\_\_  
Date

## Health Specialist (for USBE Contact)

- ☐ Our LEA does not have a health specialist.
- ☒ Our LEA does have a health specialist:

Name: Annette Johnston Email: ajohnston@malions.org

## Materials/Curricula not on USBE's Recommended List and Guest Speakers

(USBE Approved materials: <https://usbe.midaseducation.com/rims> )

- ☒ Our LEA uses only USBE materials and/or curricula
- ☐ USBE recommended materials and/or curricula
- ☐ Our LEA uses the following materials recommended by the Curriculum Materials Review Committee, but not by the State Instructional Materials Commission. *If needed, attach a list of materials to this document.*

Please fill out the sections below as necessary.

Curriculum used:

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Media used:

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Approved Guest Speakers:

5th grade Maturation Carrie Ann Kemp

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## Appeals Process Requirements

In accordance with [53G-10-402](#), each LEA governing board must have an appeal and review process for the adoption of instructional materials. Please confirm by checking below and provide a link to the LEA policy with for this required process.

- ☒ Our LEA has a policy in place.

Link to appeal and review process: <https://www.mountainvilleacademy.org/policies-and-notice>

## Data Review Requirements

A local school board shall review every two years county data on the following: teen pregnancy, child sexual abuse and sexually transmitted disease and infections. In addition, the local board shall review the number of pornography complaints or other instances reported within jurisdiction of the local school board. Please indicate which data was reviewed by the local school board in 2020-2021.

- ☒ Teen pregnancy
- ☒ Child sexual abuse
- ☒ Sexually transmitted diseases and infections
- ☒ Number or pornography complaints or other instances reported

**Our District/Charter School materials, whether approved by the State Instructional Materials Committee, selected by the local Board of Education, our Governing Board consistent with 53G-10-402, were adopted for district/school use In an open board meeting on (date)\_\_\_\_\_.**

LEA Representative Signature: \_\_\_\_\_

*Janese Vance*

Date: 9/16/2021

Title \_\_\_\_\_

Principal



Board of Trustees Declaration of Candidacy Application  
due: Tuesday, May 9, 2017

A prospective member of the Board of Trustees must support the charter school concept, and commit to uphold the Mountainville Academy charter, mission, philosophy, and curriculum. He or she should be available to regularly attend board meetings monthly on the 2nd Thursday and other meetings as necessary, acquire an understanding of the issues that affect the school, attend to committees assigned to him/her, and represent Mountainville Academy in a professional manner at all times.

This application is for an appointed seat beginning May 11, 2017.

Please complete and submit application to [jgarzella@malions.org](mailto:jgarzella@malions.org)

**1. Contact Information:**

*Name:* Mikelle Kennedy  
*Address:* 6652 W Dry Creek Lane  
Highland, UT 84003  
*Phone:* 801-856-6454  
*E-mail:* [emailmikelle@gmail.com](mailto:emailmikelle@gmail.com)

**2. Statement of Intent: Please tell us why you wish to become a member of the Board of Trustees.**

I want my children to know that I actively participate in things that I think are important...their education/school environment being a major one! I want to contribute, I want to be involved, I want to be part of this team of people who take the experience of their children's education seriously.

**3. Statement of Commitment: Please provide a statement regarding your personal commitment and support to the mission/philosophy and curriculum of Mountainville Academy.**

I am determined to uphold the mission/philosophy/curriculum of Mountainville Academy because everything listed in it are things my husband and I had previously discussed at length that are important to us, specifically in regards to our children's education.

My oldest was born in New York City and I would be lying if I said that the thought of moving her to Utah didn't terrify me. I grew up in Utah and observed a general attitude of "just get through it" towards education. So to find a school that focuses on "academic and personal excellence, appreciation of heritage and cultures, and a love of learning... acquiring confidence, knowledge, skills and character to facilitate life-long learning pursuits and achievements" ... that is a rarity and something I want to be a part of.

(My husband went to private school and the thing he's always mentioned about it is how it helped him develop a *love of learning*. So when I found out about your school last year and read that part in the mission statement, I immediately set my alarm so I could be online submitting my daughter's kindergarten application the second the lottery opened! Still thrilled she was accepted for this year.)

**4. Background Information: Please provide information on employment, education, skills and/or hobbies that you feel will help you to fulfill your duties as a Board of Trustees member.**

*Education:* BS Degree from BYU in Public Health - emphasis in Health Promotion

*Employment:* Dubin & Co / Engineers Gate - NYC - office manager/executive assistant to General Counsel, CIO & CFO (simultaneously) (2012 - 2015)

*Currently:* Last year we bought the historic home next door to Mountainville. I have been renovating it myself and now run it as a photography studio. I also do freelance wardrobe and set styling (something I did on the side in new york and loved).

I have found that I am someone who is equally right and left brained. I am creative, but also detail oriented - which makes me a good creative problem solver. I understand logistics and am a good communicator. I am organized, work hard and get things done. I like responsibility and being a team player. All of which would make me a great addition to the Board.

**5. Applicants must affirm that they do not hold a paid position that would constitute a conflict of interest with the position they are running for and that they have not been convicted of embezzlement of public money, bribery, perjury or other infamous crime.**

Affirmative

**If elected, the candidate must complete a fingerprint and criminal background check in accordance with the Volunteer Service Policy guidelines.**

Sounds great!

**6. There will be an opportunity to address the group immediately prior to the election. Please refrain from campaigning outside of this opportunity.**