



Summit Academy Board of Trustees

1225 E 13200 South

Draper, UT 84020

August 19, 2021

7:00 PM

APPROVED

### Welcome

The meeting was called to order at 7:00 pm with Chelsea Welch, Ramona Baik, Christa Hutchison, Jon Eborn, Matthew Platt, Christa Hutchison, and Nikki Stucki in person.

Chris Lynn joined the meeting at 7:05

### Public Comment

**Benjamin Jones:** He doesn't understand the current response at the high school regarding the pandemic. His understanding is that they are using the honors system regarding if they are sick or not. What is the process for students at the high school as far as Covid is concerned. He feels that we are ignoring some information regarding the Coronavirus. He would like us to follow the recommendations of the Health Department. Chelsea Welch instructed that the Covid 19 subject is on the agenda for tonight so he is welcome to stay and listen to what is discussed. He is also welcome to speak with Mr. Michael Clark and Mr. Scott Pettit.

**Megan Call:** They moved here from Washington State where mandates are in place regarding and we moved here to get away from the mandates and have choice regarding masks and other things regarding Covid. She believes students should be at school breathing fresh air that it is up to the parents and the students. She appreciates the laws in Utah that allow parents to make the choice about masks, quarantine, etc. They appreciate the ability to make the decisions.

Chelsea Welch reminded her that Mr. Clark and Mr. Pettit are available to speak with if she would like.

### Consent Agenda

**A Motion to approve the June 17, 2021 meeting minutes after removing Ramona Baik's name from the minute notes as Ramona Baik was not in attendance was given by Nikki Stucki.**

**A second was given by Jon Eborn**

**Vote is not unanimous Yes- Chelsea Welch, Chris Lynn, Jon Eborn, Nikki Stucki, Matthew Platt, and Christa Hutchison**

**Ramona Baik will abstain**

**Motion carries**

**Director's Report - Michael Clark**

**Joint LEA's**

Covid 19 response plan. Last year, we had much stricter policies in place regarding Covid 19. This year because of state law, things are not as robust. We are not requiring masks and things are not as strict. We are following the State Health recommendations regarding sanitizing as well as following their recommendations if a child is sick.

Scott Pettit stated that when we do have a positive case in the school, parents or students let us know. We do contact tracing, and you are notified. This year they have three choices. If a student is unvaccinated, they can come and wear a mask for 10 days or learn at home for 10 days and then return with a negative test. We had our first case at the high school, people were notified and some stayed home and some returned to school.

Ramona Baik stated that we do require proof of vaccination, and Mr. Pettit stated that we cannot require the information. It is protected through state laws.

Michael Clark: Everyone is able to make the choice for themselves. Our goal is to keep children safe and in school. This plan allows everyone to make the choice for themselves and keeps them safe.

Ramona Baik states that basically our hands are tied regarding this, because of laws of the state. We are required by the state to have this information confidential.

Jon Eborn: Asked how do parents know that our hands are tied?

Mr. Petit: It is given to us from the state. We are focusing on the positive.

Jon Eborn suggests sending a repeat email.

Chris: Make sure that we distinguish that this email is a repeat.

Chelsea: As laws change, please make sure that the board is made aware of them.

Scott Pettit: He checks the website every day to make sure that nothing has changed regarding protocols, or if any press conferences are held.

Ramona Baik: Asked if the rules are the same regarding how many students at a campus can be infected for a shut down.

Jon Eborn: Please remind parents that we are one of the few schools that never shut down last year.

Ramona: If a child reports sick at school, what do we do?

Scott Pettit: We still bring that child down to the office and call their parents right away.

Mr. Clark: Assessments

There are many different kinds of assessments that the students use. Please let us know if you have any questions regarding the different assessments.

Marketing Plan: This is just a portion of the amount of the money that we have set aside for marketing. We are still working on more of the plan with what we are planning to do with it. We are

going to promote the community atmosphere with the slogan “What’s Your Summit.” We want every student to have their own Summit or goal that they are working on. Everything that we put out on Social Media will begin with that slogan. It is our slogan for the year. Mr. Clark wants to buy a “What’s Your Summit” t-shirt for every student this year. He wants every student to write on their shirt what their goal is that they are working on for the year. It will remind everyone what their goal is. They are going to buy 4 different banners as well. One for each campus. We want to build unity and culture within our own campus. People will drive around and see our school and that we are there. This will help with retention. The Independence neighborhood is unique and is Summit’s neighborhood. They have talked about Facebook and Instagram ads. He wants to spend \$5,000.00 on those. It just depends on a lot. There are a lot of variables for that. Mr. Clark wants to purchase merchandise that students can purchase and use or wear around the community to promote Summit. They are going to be pushing these things out promoting the school. The principals do a lot of that on their own. They are also talking about working with a PR company. They may get some ideas from another school as well.

Chris Lynn mentioned that the board had talked about partnering with a different school to share marketing.

Chelsea Welch: You have used about half of the budget. You will be using the rest throughout the year. The board would like to see data regarding if the money spent worked or not.

Mr. Clark says that they would do that for sure.

There are not any questions.

### Summit Academy

Draper- Some of the updates that we made to the Elementary is that we Repainted the original Summit Academy school. We replaced a lot of the wood chips with Rock. Some of the Parking Lot was Sealed and resurfaced. The baseball field was sodded and looks really nice. A lot of the different campuses received wainscoting. There is new paint. The staff lounges were redone by the Parent/Student organization. They look really nice. Last June we talked about the roof. We thought that we would need to spend \$200,000.00 to replace the roof. We had a contractor from the State come and look at it and we were able to fix the roof for about \$8,000.00. After this huge storm, we only had a few leaks. They will come back and take care of those. They did 2 water heaters and a couple of HVAC’s. We had some work done on the lawn with plugs and fertilizer.

### Independence

When we calculate teacher retention, we look at total FTE’s. We see what we have left and take a simple percentage. It is calculated based on teachers that stayed.

There were some questions about advertising to the Lehi area. There is a neighborhood that isn’t close to another charter or public school, and we are advertising that area to attend Summit. Teacher retention is really good

Mr. Wilkinson commented about the preschool work that is being done and some work on the playground. The extension from last year has been very beneficial and the students are really liking that. As areas grow, we want to continue to advertise.

### Bluffdale-

Every campus had a really good back to school night! The students and teachers loved that. We are really excited about the waitlist for the Spanish Immersion program at Bluffdale. The teacher is doing an excellent job with the students there. The Spanish Immersion program is going really well. Students are happy. Chelsea Welch confirmed that her student is happy with a Spanish teacher. We have a group of German students from the Independence campus that will go into 9th grade at the high school next year. High school is preparing for that program.

Chris Lynn asked how many students will be attending the high school next year for the Spanish Immersion Program. This year is 22, and next year will be 44. The students get a lot of college credits for that language program.

No Academy Questions.

### Summit Academy High School

We have a new principal at the High School. Angela Grimmer is our new principal at the High School. She has been at Summit for a long time serving in many different capacities. We have a new early college learning center. Our original mission and charter states that we have an early college experience. We are currently offering more AP classes, and we are adding Concurrent Enrollment classes. We got a grant to allow us to build the Early College Learning Center. We have some new furniture and TV's coming and creating a space for these students to go and study and join their classes that is away from the main student body. It also gives our Mountainland students a place as well. We have a shuttle that will travel back and forth to the SLCC campus.

### **Finance Report**

Brad Wilkinson

### Joint LEAs

We are at that strange time where we are starting the new year and ending last year. We will start with the end of last year and go from there. We have to see if there are journal entries that need to be made.

### Summit Academy

Our goal is to take the current year revenue and spend it. We think that saving 3-4% is a really good margin. We feel that if we have 10%, that we are short-changing the students.. We need so much cash on hand. We put so much money in our cash reserves to show our bond holders that we can manage money and that we are a good risk. They feel that 3 or 3.5% is a good amount to close out the year. We spent 97% of the budget, so that is really good. A lot of these metrics are for bonding. The DEU stands for the Designated Economic Uncertainties. From a reserve cash standpoint, we are doing really well and are being responsible. The principal's deserve a lot of the credit, they worked really hard on this.

Chris Lynn: "Why did you stop sending out enrollment data?

Brad Wilkinson: Through October is really important.

### Summit Academy High School

Our funding is based on enrollment and also ADM. It is a year behind. The High School took a big hit this year due to our funding for this year. We are hoping that from this year to next year, our enrollment should be about the same. Our operating goal was to hit about \$100,000.00 and we got \$76,000.00. The administration has done a really good job at this since the refinancing of the bond. They are doing really well standing on their own. They have done a really good job going after grants. The high school has just over 2.1 million in Cash on Hand. Bond holders would like to see a 3% operating expense, and we are at 1 1/2 %. We hope to show the trend going upwards moving forward.

There will be some adjustments that will need to be made due to some things that have just come up. Normally we will try to keep our budget revisions quarterly.

Not much to point out for each campus.

Chris Lynn: We would like to keep it boring. We don't want exciting news in the area of finance.

Michael and Brad have been discussing what it would take to merge the LEA's. They have gone to the state and gotten some advice from David Robertson and the State Board.

They have a list of Pro's and Con's and put it together for the board.

Really on the finance side, there are some costs. It will save us \$50-\$100,000.00 a year. The interest rate would go down as well which is the two big positives. From the operating side, there would be other things. When the high school got started the Academies helped the high school get started. The high school has been paying those debts. There is a lot of benefit to the high school, and takes away some of the assets of the Academies. There is some simplicity in only keeping track of one entity rather than two. Everything we do we do it twice.

Those we have consulted with don't think that it is a good idea kicking the tires down the road. Now is a good time to do it since the interest rates are low.

One of the major concerns is that the High School would be a drain on the Academies. They would keep the budgets separate. If one campus is doing well and one is not, we may move some money from one to another. They do not plan to combine the money into one big pot. They would be very careful about it. The biggest question is if it makes sense financially.

Mr. Clark met with Jennifer Lambert today to address some of the concerns that the board may have regarding merging to one LEA. She mentioned that if one campus was failing, we would just close that campus and go forward with the ones that are working.

Ramona Baik: Do the Academy's Bond Holder's know that this is going on? Brad says yes, but they haven't really gotten into the numbers because we are at a preliminary stage.

Ramona Baik: From a financial standpoint, if it makes sense, we should move forward, but from an Academic standpoint, we need to see a 10 year plan for the high school.

Mr. Clark: We haven't cut electives for the last 2 years.

Chelsea Welch: We keep saying that the enrollment is up this year, but the number that matters is October 1st, and we need to see the data to support the momentum.

Jon Eborn says there is positive momentum.

Chelsea Welch would like to hear more from the Academies Bondholders that it could really work, because in the past, we haven't been able to move forward due to the bondholders saying no.

## **Discussion and Action item to review**

### **Joint LEAs-**

#### **Sex Education Committee Description- Ramona Baik**

This description is for us to make sure that we are following the same procedures for committee work. We haven't been getting consistent reports for the state. Ramona spoke with Kim Arminen. Unless there are more questions. This isn't a policy for this. The format for the report needs to be consistent. Jon Eborn wants to make sure that this includes the names and positions of committee members as well. The state requires this.

**A Motion to approve the Sex Education Committee Description was given by Ramona Baik.**

**A second was given by Nikki Stucki**

**Vote is unanimous Yes- Chelsea Welch, Ramona Baik, Chris Lynn, Jon Eborn, Nikki Stucki, Matthew Platt, and Christa Hutchison.**

**Motion carries**

**Sex Education Curriculum Policy-** This has been in the packet for review. Chelsea Welch confirms that this policy meets all of the state requirements, and Mr. Clark verified that it does.

**A Motion to approve the Sex Education Curriculum Policy was given by Ramona Baik.**

**A second was given by Jon Eborn**

**Vote is unanimous Yes- Chelsea Welch, Ramona Baik, Chris Lynn, Jon Eborn, Nikki Stucki, Matthew Platt, and Christa Hutchison.**

**Motion carries**

**Learner Validated Attendance Policy-**

Mr. Clark put this in our packet. There are not any questions. This primarily focuses on the online format. This is required by law. It helps us monitor attendance.

**A Motion to approve The Learner Validated Attendance Policy was given by Chris Lynn.**

**A second was given by Jon Eborn**

**Vote is unanimous Yes- Chelsea Welch, Ramona Baik, Chris Lynn, Jon Eborn, Nikki Stucki, Matthew Platt, and Christa Hutchison.**

**Motion carries**

**Benefits and Leave Policy** - The biggest change that was made was the paid versus unpaid leave. This is a practice we have already been doing. There will not be any surprises here. The principal has the discretion to agree or not to agree to requests.

**A Motion to approve the Benefits and Leave Policy was given by Ramona Baik.**

**A second was given by Nikki**

**Vote is not unanimous Yes- Chelsea Welch, Ramona Baik, Chris Lynn, Nikki Stucki, and Christa Hutchison**

**Abstain: Jon Eborn and Matthew Platt.**

**Motion carries**

**A Motion to approve the Sex Education Committee Description, the Sex Education Curriculum Policy, The Learner Validated Attendance Policy, and the Benefits and Leave Policy for Summit Academy High School was given by Ramona Baik.**

**A second was given by Nikki Stucki**

**Vote is unanimous Yes- Chelsea Welch, Ramona Baik, Chris Lynn, Jon Eborn, Nikki Stucki, Matthew Platt, and Christa Hutchison.**

**Motion carries**

## **Summit Academy**

**Early Learning Plan for 2021-2022** - Mr. Clark: This incorporates our Math, and has already been approved by the State, so we are just waiting for your approval.

Ms. Hatch clarified that the State requires a specific goal for 2nd grade.

**A Motion to approve the Early Learning Plan for 2021-2022 was given by Chris Lynn**

**A second was given by Matt Platt**

**Vote is unanimous Yes- Chelsea Welch, Ramona Baik, Chris Lynn, Jon Eborn, Nikki Stucki, Matthew Platt, and Christa Hutchison.**

**Motion carries**

**Resolution 22-2201** This allows Mr. Clark and Mr. Wilkinson to make decisions on a time period in the summer when school is not in session. This summer we sent out the Service RFP. It just came down to price and service. This is being paid monthly. Quality Control is supervised by Alicia Hathaway. Ramona Baik asked about the scoring matrix. Mr Wilkinson answered those questions.

**A Motion to endorse the RFP with the Caliber Cleaning Company was given by Chris Lynn**

**A second was given by Nikki Stucki**

**Vote unanimous Yes- Chelsea Welch, Ramona Baik, Chris Lynn, Jon Eborn, Nikki Stucki, Matthew Platt, and Christa Hutchison**

**Motion carries**

Chris Lynn wants the board to think about a future policy regarding what to do in the case of a lightning strike. Perhaps a resolution to do things in an emergency situation to be prepared.

Acadiane Academic Data- Put this on our September Agenda

Rise Academic Data will be put on the November Agenda

Chris Lynn really liked the format of the data given to the board in the past.

Fee Schedule for Independence Junior High:

There is a proposed trip to Germany scheduled. This is a preliminary meeting and then a final meeting. There are supposed to be 2 comment meetings and then a final decision meeting. The board is clarifying the timeline. The teacher is clarifying the timeline. The conversation happened this year, just a few weeks ago with the State. Ramona is asking that we double check the timeline dates. Jon suggests that we for sure have this meeting be the first one. Chris says that we need an email or something in writing stating the timeline for approval. Mr. Clark gives more information about the trip. Fraur Pearson pulls up an email with the timeline required and the board will get that verified. They are working with a Company that allowed them to design the trip that they wanted to. They are going to Munich and Berlin and various places there. The program requires an 8 to 1 ratio of adults to children. Many parents are excited about the trip. The company is called World Strides. They can defer their trip if borders close, etc.

Their trip insurance would cover all of the possible situations. Chelsea Welch would like Ms. Pearson to send them specific information. They are looking at \$4000.00 per student.

Chris Lynn: Any plans to visit any WWII sites? The wall, concentration camp,

Chris Lynn: How many of these students would qualify for a fee waiver? If there are more than we can afford, this trip would not happen. Mr. Clark: We are looking to have a Booster group for fundraising for this opportunity. There are a lot of fundraising ideas out there. Ms. Pearson: We would like to earn enough money for the cost to come down from \$4,000.00 to \$2,000.00 per student. Ms. Pearson: We are hoping for 40 out of the 60 7th and 8th grade students. School funds have to be applied evenly across the board. They need to fundraise to bring the price down for everyone. Chris Lynn: There may need to be a level of fundraising goal needed to reach or no one can go. Chelsea Welch: The fee rules are very specific, so we would need to make sure that this will all work. The board would like some more information regarding the rules, so that we can be sure that we are compliant. Mr. Clark said that he has been working with Tamara Dailey at the State office to help navigate this. She is very acquainted with all of the rules and regulations within the fee schedule. Ramona Baik: We would need the information from them. Brad said that they would get an email or something clarifying the exact rules for the fee schedule and timeline on the initial passing by the board.

Chelsea Welch: That ends our action items for the evening and takes us to our Committee reports

### **Committee Reports**

Academic Committee- NO additional updates

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Finance Committee - No additional updates

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Audit Committee- No additional updates

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Governance Committee- No Updates at this time

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Development Committee- Ramona Baik said that the new board members have completed their initial new board member training.

### **Board Business**

Board Work Session will be September 2nd. The time will be 6:00 to 10:00 p.m. in the Summit Academy Board Room at the Draper Campus.

Action Items - We would like some enrollment information as we go along this month. We need to send the community engagement letter that needs to go out in the next week to parents and staff. Ramona Baik will draft this letter and get it out to the board.

### **Board Meeting Assessment**

To our school Director, What is concerning you. What would you like to share? Mr. Clark doesn't have any major concerns. We are moving in a really good direction and he loves the positive energy that is at every campus.

Next meeting September 16, 2021 at the Draper Campus in the Boardroom

## **Individual Meeting Assessment**

### **Closed Session**

**A Motion to go into closed session for a discussion related to Summit Academy and Summit Academy High School for the purpose of discussion of the character, professional competence, or physical or mental health of an individual and for the purpose of discussing pending or reasonable imminent litigation for Summit Academy and Summit Academy High School was given by Ramona Baik**

**A second was given by Chris Lynn**

**Vote unanimous Yes- Chelsea Welch, Ramona Baik, Chris Lynn, Jon Eborn, Nikki Stucki, Matthew Platt, and Christa Hutchison.**

**Motion carries**

**Open session resumed at 11:55 p.m.**

**A Motion to adjourn was given by Jon Eborn**

**A second was given by Chris Lynn**

**Vote unanimous Yes - by Chelsea Welch, Ramona Baik, Chris Lynn, Jon Eborn, Nikki Stucki, Matthew Platt, and Christa Hutchison.**

**Motion carries**

**Adjourned at 11:55 p.m.**