

Maria Montessori Academy Board of Directors Meeting

Date: Tuesday, May 10, 2022

Time: 5:30 PM

Location: Library, 2505 N. 200 E., North Ogden, UT 84414



The mission of Maria Montessori Academy is to provide an individualized grade K-9 education that promotes academic excellence founded on the authentic philosophy of Dr. Maria Montessori. MMA will craft each child's education in partnership with educators and parents to achieve higher levels of academic, personal and social achievement, thereby preparing students to become constructive contributors to their community.

AGENDA

CALL TO ORDER

PUBLIC COMMENT (Comments will be limited to three minutes each)

CONSENT ITEMS

- April 12, 2022 Board Meeting and Closed Session Minutes
- April 21, 2022 Board Meeting Minutes
- New Hires

REPORTS

- Director Report
- Budget Report

DISCUSSION AND VOTING ITEMS

- Eide Bailly Audit Engagement
- 2022-2023 School Land Trust Plan
- Teacher and Student Success Act (TSSA) Program Plan
- Amended LEA-Specific Educator License Policy
- Amended Procurement Policy
- Something to Talk About Speech Therapy Services Contract

CALENDARING

- Annual Retreat Board Meeting June 11, 2022 at 8:30 AM
- 2022-2023 Meeting Schedule

CLOSED SESSION

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

ADJOURN

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call 801-444-9378.

**Maria Montessori Academy
Board of Directors Meeting
Tuesday, April 12th, 2022**



Location: 2505 N. 200 E.
North Ogden, UT 84414

Board Members Present: Mary Wurm, Sarah Fannesbeck, Chalee Staheli, Evelyn Brown,
Sandra Grant

Others Present: Micah Hirokawa, Kim Dohrer, Jon McQueary, Kelsey Richardson

The mission of Maria Montessori Academy is to provide an individualized grade K-9 education that promotes academic excellence founded on the authentic philosophy of Dr. Maria Montessori. MMA will craft each child's education in partnership with educators and parents to achieve higher levels of academic, personal and social achievement, thereby preparing students to become constructive contributors to their community.

MINUTES

CALL TO ORDER

- Mary Wurm called the meeting to order at 5:37 PM. Sarah Fannesbeck read the school mission.

PUBLIC COMMENT

- The Amended 2022-2023 Fee Schedule was presented for public comment. No public present.

CONSENT ITEMS

- **March 8, 2022 Board Meeting Minutes**
Sandra Grant made a motion to approve the March 8, 2022 Board Meeting Minutes; Chalee Staheli seconded. Motion passed unanimously, with votes as follows:
 - Mary Wurm – AYE
 - Sarah Fannesbeck – AYE
 - Evelyn Brown – AYE
 - Chalee Staheli – AYE
 - Sandra Grant – AYE
- **Ratify New Hires**
No hires to ratify.

REPORTS

- **Director Report**
Mr. Hirokawa reviewed the details of upcoming student trips and mid-year assessment results. Programs for intervention to improve assessment performance are being implemented to help students progress toward grade level proficiency. The

board watched a video of school students advertising their indoor botany projects. Upcoming school events and scheduled events for summer retention were discussed. Mr. Hirokawa provided an update on student enrollment and enrollment goals for the 2022-2023 school year. Board member Sandra Grant shared information on grants relating to after-school and summer programs.

○ **Budget Report**

Board member Chalee Staheli provided a review of current financial statements. The final amendment budget will be presented at the annual board meeting. Overall expenditures align with the current position on the timeline of the school year.

DISCUSSION AND VOTING ITEMS

○ **Positive Behavior Plan**

This state-required plan documents programs already in place and being built to address peer pressure and mental health, and to promote service opportunities and pro-social activities.

Sarah Fannesbeck made a motion to approve the Positive Behavior Plan; Sandra Grant seconded. Motion passed unanimously, with votes as follows:

- Mary Wurm – AYE
- Sarah Fannesbeck – AYE
- Evelyn Brown – AYE
- Chalee Staheli – AYE
- Sandra Grant – AYE

○ **Building Evaluation**

Mr. Hirokawa met with Kirk Blake and Mark Butler to evaluate the building maintenance schedule. The board reviewed the evaluation and discussed the timeline for future maintenance.

OTHER ITEMS

○ **Calendaring**

The next board meeting is scheduled for Tuesday, May 10th, 2022 at 5:30 PM. An electronic board meeting will be held on Thursday, April 21st, 2022 at 1:00 PM.

CLOSED SESSION

- *Sarah Fannesbeck made a motion to enter into closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a), to be held in the library at Maria Montessori Academy; Chalee Staheli seconded. Motion passed unanimously, with votes as follows:*

- Mary Wurm – AYE
- Sarah Fannesbeck – AYE
- Evelyn Brown – AYE
- Chalee Staheli – AYE
- Sandra Grant – AYE

Break from 6:36 to 6:42 PM.

Entered closed session at 6:42 PM.
Micah Hirokawa left the meeting at 6:42 PM.

ADJOURN

- *Sandra Grant made a motion to adjourn the closed session and board meeting; Sarah Fannesbeck seconded. Motion passed unanimously, with votes as follows:*
 - *Mary Wurm – AYE*
 - *Sarah Fannesbeck – AYE*
 - *Evelyn Brown – AYE*
 - *Chalee Staheli – AYE*
 - *Sandra Grant – AYE*

Closed session and meeting adjourned at 7:46 PM.

DRAFT

**Maria Montessori Academy
Board of Directors
Closed Session Statement**

Meeting Date: Tuesday, April 12th, 2022
Location: 2505 N 200 E

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Maria Montessori Academy entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 12th day of April, 2021, at 2505 N 200 E, North Ogden, Utah.



Mary Wurm, Board Chair

Maria Montessori Academy Board of Directors Meeting



Date: Thursday, April 21, 2022

Anchor Location: 2505 N. 200 E.; North Ogden, UT 84414

This meeting was held via teleconference.

Board Members Present: Mary Wurm, Sarah Fannesbeck, Evelyn Brown, Sandra Grant

Board Members Excused: Chalee Staheli

Others Present: Micah Hirokawa, Stacey Phillips, Jon McQueary, Kara Finley

The mission of Maria Montessori Academy is to provide an individualized grade K-9 education that promotes academic excellence founded on the authentic philosophy of Dr. Maria Montessori. MMA will craft each child's education in partnership with educators and parents to achieve higher levels of academic, personal and social achievement, thereby preparing students to become constructive contributors to their community.

MINUTES

CALL TO ORDER

- Mary Wurm called the board meeting to order at 1:10 PM.

DISCUSSION ITEMS

- **Salary Schedule**
The comparison of local salary schedules was considered, and the proposed school schedule is a step and scale model. The school wants to provide a competitive and consistent salary schedule. Funding and budget considerations were discussed. The agreements are going to start being offered to faculty and staff.

CALENDARING

- The next board meeting is scheduled for May 10, 2022 at 5:30 PM.

ADJOURN

- Sarah Fannesbeck made a motion to adjourn the board meeting; Sandra Grant seconded.
Board meeting adjourned at 1:45 PM.

New Employees to Ratify (May 2022)

- Zachary Winter, Lower El. Assistant (Replacing Alice Beazer)
- Emily Verschuren, Upper El Assistant (Replacing Holly Ford)

Positions Still Open

- Secondary History Teacher 5 hours a week
- SpEd Assistant (replacing Stephanie Pittman [recent resignation, seeking other opportunities])

Director's Report May 2022

- 5th Grade Redwoods Trip [https://youtu.be/ fXTeWtfjHc](https://youtu.be/fXTeWtfjHc)
- 9th Grade Washington DC Trip
- Enrollment: Kindergarten round up a big success. Most attended round up in the last few years. Multiple tours scheduled last week and next week.
- Enrollment (Since our last board meeting)
 - 371 currently fully registered
 - Exiting Survey
 - 0 students moved
 - 0 Transferred to Weber or Ogden charter school
 - 0 - Kinder
 - 0 - 1st Graders
 - 0 – 2nd Graders
 - 0 – 3rd Graders
 - 0– 4th Graders
 - 0-5th Graders
 - 0 – 6th Graders
 - 0 – 7th Graders
 - 0 – 8th Grader
 - 0 – 9th Grader

Next Year's numbers (450)

- 70 - Kinder
 - 54 - 1st Graders
 - 50 – 2nd Graders
 - 53 – 3rd Graders
 - 38– 4th Graders
 - 45- 5th Graders
 - 60– 6th Graders
 - 31 – 7th Graders
 - 25 – 8th Grader
 - 24 – 9th Grader
- Director Performance Excellence Discussion

**Maria Montessori Academy
2021-2022 Fiscal Year
Director Performance Excellence Discussion**

Director Name:	Micah K. Hirokawa, M.Ed.	Date:	05/09/22
School:	Maria Montessori Academy	Evaluator(s):	MMA Governing Board

RESULTS AND ACCOMPLISHMENTS	
List the 4-5 key objectives agreed upon at your last performance discussion and the actual business results accomplished during this review cycle. Be specific in terms of the objectives, the actual results, and the success measurements. Other significant accomplishments not covered by an objective may be included in the Overall Comments section below.	
Objective #1: Finance and Operation	<ul style="list-style-type: none"> • Maintain a budget in line with the goals set by the finance committee. • Ensure that school resources are spent in a way to directly benefit students. Enforce board approved fiscal policies and authorized spending limits. • Attend monthly finance meetings. • Submit all required State and Academica West reports and documents.
Results/Measures of Success:	Monthly review of the budget will show adherence to the budget. Director will review and approve all expenses made by teachers and staff, ensuring money being spend will benefit students. Director will see authorized signatures when needed by the board. Director will attend 8/10 finance meetings. Director will respond to and submit all state and Academica West reports and documents in a timely way, meeting all deadlines.
Director Comments:	As the Director I have attended all Finance meetings this year. We were also able to increase enrollment by 49 students with an October 1 count at 370 students and the prior year being at 321 students. Our December midyear count was 376 and our current enrollment for next year at this time is 450 students. I've also been able to apply and receive funding through the following Grants EARS, ESSER II & III, GEERS II & III, TSSA, and OEK all have subsidized the general funds by way of salary's, supplies, technology, and stipends. Also, with the help of Academica West I've been able to create a transparent and competitive salary schedule in hopes to motivate and retain faculty and staff. Currently we only have one staff not returning at the end of this school year. All other deadlines by way of Federal and State funding have been met.
Evaluator Comments:	
Objective #2: Academic Achievement	<ul style="list-style-type: none"> • Director will evaluate curriculum, instruction, and assessment plans for the school year. These work plans will be data driven to meet student needs. • Director will ensure instruction is taught in alignment with the Utah State Core Standards. • Director will ensure MMA meets or exceeds requirements set forth within these assessments. MMA will perform competitively on the statewide assessments as outlined by the state.

Results/Measures of Success:	The school will strive to meet or exceed the expected state-wide assessment scores. Data will be reported to the board three times a year. State-wide assessment results will be reported yearly.
Director Comments:	Currently we do not have our End of Year data. However, as reported in our April board meeting our literacy scores decreased with a direct correlation to new students returning from homeschool and or distant learning instruction. However, this allowed the school to develop new progress monitoring systems, tutoring, and develop parent education to partner with parents in meeting student’s needs. Mathematics has remained the same and we did not experience significant growth. I attribute this to the learning curve that teachers have gone through in becoming more competent in our new curriculum Khan Academy and Boaler math. Now that teachers are becoming more fluid with the programs we anticipate a rise in mathematic test scores. As presented in last year’s evaluation we did implement a new science curriculum through Utah State Extension 4H STEM. Students, Faculty, and Staff have really enjoyed the engagement. As outline in our curriculum development plan we will be exploring the social studies standards next school year. As the Director I have attended all BOY, MOY, and EOY deadlines. Currently our SpEd department is in compliance and IEP’s are current and up-to-date – as well as our 504 interventions and the Tiering Process.
Evaluator Comments:	
Objective #3: Charter & Mission Fidelity	<ul style="list-style-type: none"> • Frequently reviews charter and mission. • Director will create strategies, professional development, and actively use these documents to make decisions. • Director will monitor and evaluate how the charter and mission are being implemented during instruction, communication, and within school culture.
Results/Measures of Success:	Director will show monthly strategies, professional development, and or activities that show an active use of the charter and mission when makingschool related decisions. Also, director will show that all members are evaluated annually on the implantation of the charter and mission of the school as it relates to their area of focus.
Director Comments:	Currently the Mission and Vision is read out loud at the beginning of every faculty meeting and is expected to be read at the beginning of every meeting held at school. The mission and vision are now visible in every classroom throughout the school. All faculty and staff have participated in PD that helps us to practice how to use the mission and vision when making decisions – as adults and as children. Every employee has undergone an evaluation that has focus on the mission and vision and how it applies to their specific role and how they navigate with all constituents as representatives of the school. By way of Montessori Training, 90% of all teachers are now Montessori trained.
Evaluator Comments:	
Objective #4: School Safety	<ul style="list-style-type: none"> • The director will take all reasonable measures to ensure the safety of MMA students and staff. All state mandated drills will be held as prescribed yearly.

Results/Measures of Success:	Director will meet with the safety committee to establish a user-friendly safety plan for the school. Director will provide documentation of all drills held throughout the school year. Staff will be trained on various topics of safety during monthly faculty meetings. Director will report to the board any safety concerns.
Director Comments:	Our emergency team evaluates and updates safety procedures – Disseminate amongst faculty and staff. Receive feedback after practicing drills and update. The emergency Team has expanded to representatives from every grade. The upcoming school year and all drills are calendared for the upcoming SY 22/23. I've also been asked to create a Positive Behavior plan which is being implemented and has been approved by the Governing Board. By way of social and emotional mental health the school now has an active Jr. High Hope Squad and social skill course for elementary.
Evaluator Comments:	
Objective #5: Stakeholder	<ul style="list-style-type: none"> • Director will engage all constituents in survey, forums, activities, and/or like events to evaluate, strategize, and implement systems and processes that build school culture and establish accountability.
Results/Measures of Success:	Director will actively analyze school culture through different types of processes and systems. In this, identify strengths and areas of growth – then determine individual(s) accountability, establish solutions, and execute.
Director Comments:	All committees continue to be an active part of the community and have had an Admin, Teacher, Parent, and Student voice. The community has been surveyed multiple times this year. The system we developed for attendance last year continues to stimulate conversation and accountability. Communication has gone out by way of phone, email, newsletters, and video. We have also developed a teacher portal and all teachers now have an active communication webpage through Shutterfly Education. Our community has multiple ways to access information and there is an open-door policy in place for all administration – not just for adults but students equally as well. We continue to use the Google platform and are striving to be an accredited google school in the near future. We continue to allow school departments to meet as PLC's weekly.
Evaluator Comments:	
Objective #6: Enrollment & Marketing	<ul style="list-style-type: none"> • Director will analyze enrollment based on community demographics, class sizes, and potential growth. • Director will use data collected to; create campaigns, committees, initiatives, and/or like activities that will promote and grow the school enrollment.
Results/Measures of Success:	Director will present developed strategies and methods used to increase enrollment at monthly governing board meetings. Director will show data on why enrollment is growing or decreasing.

Director Comments:	The school continues to host daily and weekly tours. The upkeep and presentation of the school is inviting and present. The school host community programs such as MAPA events, 4H Events, and Vocal Motion Show Choir to name a few – all events have been publicized and made available to the community. The school has maintained a high web presence and reviews have not gone under 4 stars on top websites. The school has also been named the number 2 best charter school now for two years in the city magazine. Our students are recognized every moth in this publication as student of the month. We currently have advertisement in multiple mediums. Our Kindergarten Roundup was highly attended and our Social Media presence is active. For this upcoming year we have enough students to expand our Kindergarten class from 2 to 3 classes and our 6-8 Jr. high from 3 classes to 4. We've written and received a grant to hire a Marketing Firm (Duo Marketing) for the next 3 years. We recently filmed new media with them this past week. Our current enrollment is now at 450 students for the upcoming year which was our goal. We are now striving for 475.
Evaluator Comments:	

Signatures				
Sign below after your comments, your supervisor's comments, and any additional comments from the discussion are added to the Performance Excellence discussion form. Your signature indicates the discussion as held, does not indicate agreement with the documentation or information contained in it. Please keep your copy for future reference.				
Performance Review was conducted:	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Semi- Annual	X Annual	<input type="checkbox"/> Other: _____
	Signature		Date	
Director:				
Evaluator:				
Evaluator:				
Discussion Date:	05/09/22			
Next Discussion Date:	TBD			



May 3, 2022

Board of Directors
Maria Montessori Academy Inc.
2505 North 200 East
North Ogden, Utah 84414

The following represents our understanding of the services we will provide to Maria Montessori (the School).

You have requested that we audit the governmental activities and each major fund of the School, as of June 30, 2022, and for the year then ended, and the related notes, which collectively comprise the School's basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with *Government Auditing Standards*, and/or state or regulatory audit requirements will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that certain information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis
- Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual – General Fund
- Notes to Required Supplementary Information

Auditor Responsibilities

We will conduct our audit in accordance with GAAS and in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements. As part of an audit in accordance with GAAS and in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and, if applicable, in accordance with *Government Auditing Standards* and/or state or regulatory audit requirements. Please note that the determination of abuse is subjective, and *Government Auditing Standards* does not require auditors to detect abuse.

Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the School's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and

- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit;
 - iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- d. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- e. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current period under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- f. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- g. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets.
- i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
- j. For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

Nonattest Services

With respect to any nonattest services we perform, we agree to perform the following:

- Prepare federal and state income tax returns, as requested.
- Prepare or assist with preparing financial statements in conformity with U.S. generally accepted accounting principles based on information provided by you.

We will not assume management responsibilities on behalf of the School. The School's management understands and agrees that any advice or recommendation we may provide in connection with our audit engagement are solely to assist management in performing its responsibilities.

The School's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities. Our firm will advise the School with regard to tax positions taken in the preparation of the tax return, but the School must make all decisions with regard to those matters.

Reporting

We will issue a written report upon completion of our audit of the School's basic financial statements. Our report will be addressed to the governing body of the School. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your website or elsewhere, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we will only provide confidential engagement documentation to you via Eide Bailly's secure portal or other secure methods, and request that you use the same or similar tools in providing information to us. Should you choose not to utilize secure communication applications, you

acknowledge that such communication contains a risk of the information being made available to unintended third parties. Similarly, we may communicate with you or your personnel via e-mail or other electronic methods, and you acknowledge that communication in those mediums contains a risk of misdirected or intercepted communications.

Should you provide us with remote access to your information technology environment, including but not limited to your financial reporting system, you agree to (1) assign unique usernames and passwords for use by our personnel in accessing the system and to provide this information in a secure manner; (2) limit access to "read only" to prevent any unintentional deletion or alteration of your data; (3) limit access to the areas of your technology environment necessary to perform the procedures agreed upon; and (4) disable all usernames and passwords provided to us upon the completion of procedures for which access was provided. We agree to only access your technology environment to the extent necessary to perform the identified procedures.

Ken Jeppesen is the engagement partner for the audit services specified in this letter. Responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. We expect to begin our audit on approximately July 25, 2022.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses, including administrative charges. Invoices are payable upon presentation. We estimate that our fees for the financial statement audit and state compliance procedures will be \$12,250. If a Single Audit is required, or Information Return Form 990 is requested to be completed, these fees will be billed separately. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the School's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with a Prepared-by-Client (PBC) request that identifies the information required to perform our engagement, as well as a planned timeline for the engagement. A failure to provide this information in an accurate and timely manner may result in an increase in our fees and/or a delay in the completion of our engagement.

We may be requested to make certain audit documentation available to outside parties, including regulators, pursuant to authority provided by law or regulation or applicable professional standards. If requested, access to such audit documentation will be provided under the supervision of Eide Bailly LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the outside party, who may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We will be compensated for any time and expenses, including time and expenses of legal counsel, we may incur in making such audit documentation available or in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings as a result of our Firm's performance of these services. You and your attorney will receive, if lawful, a copy of every subpoena we are asked to respond to on your behalf and will have the ability to control the extent of the discovery process to control the costs you may incur.

Should our relationship terminate before our audit and tax return preparation procedures are completed and a report issued and tax returns delivered, you will be billed for services to the date of termination. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all

accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

We may use third party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, "service providers") in order to facilitate delivering our services to you. Our use of service providers may require access to client information by the service provider. We will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the confidentiality of client information accessed by such service provider and any work performed by such service provider.

Neither of us may use or disclose the other's confidential information for any purpose except as permitted under this engagement letter or as otherwise necessary for Eide Bailly to provide the services. Your confidential information is defined as any information you provide to us that is not available to the public. Eide Bailly's confidential information includes our audit documentation for this engagement. Our audit documentation shall at all times remain the property of Eide Bailly LLP. The confidentiality obligations described in this paragraph shall supersede and replace any and all prior confidentiality and/or nondisclosure agreements (NDAs) between us.

You agree to share all facts that may affect your financial statements, even if you first become aware of those facts after the date of the auditor's report but before the date your financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

At the conclusion of our audit engagement, we will communicate to board of directors the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

Government Auditing Standards require that we provide, upon request, a copy of our most recent external peer review report and any subsequent review reports to the party contracting for the audit. Accordingly, we will provide a copy of our most recent peer review report at your request.

MEDIATION

Any disagreement, controversy or claim arising out of or related to any aspect of our services or relationship with you (hereafter a "Dispute") shall, as a precondition to litigation in court, first be submitted to mediation. In mediation, the parties attempt to reach an amicable resolution of the Dispute with the aid of an impartial

mediator. Mediation shall begin by service of a written demand. The mediator will be selected by mutual agreement. If we cannot agree on a mediator, one shall be designated by the American Arbitration Association (“AAA”). Mediation shall be conducted with the parties in person in Salt Lake City, Utah. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Neither party may commence a lawsuit until the mediator declares an impasse.

LIMITED INDEMNITY

Eide Bailly LLP and its partners, affiliates, officers and employees (collectively “Eide Bailly”) shall not be responsible for any misstatements in your financial statements and tax return that we may fail to detect as a result of misrepresentations or concealment of information by any of your owners, directors, officers or employees. You shall indemnify and hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages and attorneys’ fees arising from any such misstatement or concealment of information.

If through no fault of Eide Bailly we are named as a party to a dispute between you and a third party, you shall indemnify and hold Eide Bailly harmless against any losses, damages, settlements, judgments, awards, and the costs of litigation (including attorneys’ fees) we incur in connection with the dispute.

Eide Bailly shall not be entitled to indemnification under this agreement unless the services were performed in accordance with professional standards in all material respects.

LIMITATION OF LIABILITY

The exclusive remedy available to you for any alleged loss or damages arising from or related to Eide Bailly’s services or relationship with you shall be the right to pursue claims for actual damages that are directly caused by Eide Bailly’s breach of this agreement or Eide Bailly’s violation of applicable professional standards. In no event shall Eide Bailly’s aggregate liability to you exceed two times fees paid under this agreement, nor shall Eide Bailly ever be liable to you for incidental, consequential, punitive or exemplary damages, or attorneys’ fees.

TIME LIMITATION

You may not bring any legal proceeding against Eide Bailly unless it is commenced within twenty-four (24) months (“Limitation Period”) after the date when we delivered our report, return, or other deliverable under this agreement to you, regardless of whether we do other services for you or that may relate to the audit and tax return preparation. The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of a possible Dispute.

GOVERNING LAW AND VENUE

Any Dispute between us, including any Dispute related to the engagement contemplated by this agreement, shall be governed by Utah law. Any unresolved Dispute shall be submitted to a federal or state court located in Salt Lake City, Utah.

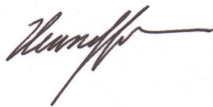
ASSIGNMENTS PROHIBITED

You shall not assign, sell, barter or transfer any legal rights, causes of actions, claims or Disputes you may have against Eide Bailly to any person.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your certified public accountants and look forward to working with you and your staff.

Respectfully,



Kenneth D. Jeppesen
Partner

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the School by:

Name: _____

Title: _____

Date: _____

School Plan 2022 - 2023 Maria Montessori Academy

School Plan Approval Details

Submitted by: Micah Hirokawa

Submit Date:

Admin Reviewer:

Admin Review Date:

LEA Reviewer

LEA Approval Date:

Board Approval Date: May 10, 2022

Goal #1

State Goal

Field experiences are an essential element of Montessori learning. The field experiences will support science standards and instruction. 80% of participating students will successfully complete the requirements of the field experience(s).

Academic Area

- Science

Measurements

Students will be given pre and post-test essays that will assess their learning through the use of a four-point rubric to determine mastery.

Action Steps

1. Teachers meet as a Professional Learning Community (PLC) to plan field experiences that will support the teaching of science standards.
2. Trips will occur throughout the school year and teachers will present pre and post lessons to maximize student learning during the field experience.
3. Students will compose pre and post-trip essay assessments based on a 4-point rubric to determine mastery of science standards.
4. School land trust funds will be spent to fund science field experiences.

Planned Expenditures

Category	Description	Estimated Cost
Admission, transportation to and from school. Transportation for school-related activities provided by LEAs, public carriers, parents, students	Purchases of admission, travel, and other expenses related to and supporting field experiences	\$20,000.00
	Total:	\$20,000.00

Digital Citizenship/Safety Principles Component

No

Goal #2

State Goal

Reading scores will improve by 2% for kindergarten through grade 3 from BOY to EOY.

Academic Area

- English/Language Arts

Measurements

Acadience (DIBELS) data will be used as the measurement.

Action Steps

1. Reading instruction and intervention programs will be reviewed for effectiveness.
2. Reading curriculum support and technological equipment/software will be used for the implementation of instruction.
3. Funds will be used to purchase software like IXL and hardware to support reading growth and interventions.

Planned Expenditures

Category	Description	Estimated Cost
Books, Ebooks, online curriculum/subscriptions	Purchase reading curriculum support and technological equipment	\$8,867.00
	Total:	\$8,867.00

Digital Citizenship/Safety Principles Component

No

Goal #3

State Goal

Professional development will be furnished to teachers that will help implement research-based practices into classrooms to benefit students.

Academic Area

- English/Language Arts
- Mathematics

Measurements

Through PLCs teachers will identify areas where students demonstrate weaknesses in their academic performance. Teachers will then have the ability to attend applicable professional development and implement researched instructional methods.

Action Steps

1. Teachers will identify instructional weaknesses through their PLC process by examining student data from end-of-year testing.
2. They will find professional development to help them implement researched-based practices to instruct their students.
3. The funds will be spent to support professional development.

Planned Expenditures

Category	Description	Estimated Cost
Professional development requiring an overnight stay (travel, meals, hotel, registration, per-diem)	Use available funds to attend professional development that can help implement research-based instruction into classrooms to benefit students.	\$21,000
	Total:	\$21,000

Digital Citizenship/Safety Principles Component

No

Summary of Estimated Expenditures

Category	Estimated Cost
Professional development requiring an overnight stay (travel, meals, hotel, registration, per-diem)	\$21,000
Admission, transportation to and from school. Transportation for school-related activities provided by LEAs, public carriers, parents, students	\$20,000.00
Books, Ebooks, online curriculum/subscriptions	\$8,867.00
Total	\$49,867.00

Funding Estimates

Estimates	Totals
Carry-over from 2021-2022	\$19,094.36
Distribution for 2022-2023	\$49,867.00
Total Available Funds for 2022-2023	\$68,961.36
Estimated Funds to be Spent in 2022-2023	\$49,867.00
Estimated Carry-over from 2022-2023	\$0.00

The Estimated Distribution is subject to change if student enrollment counts change.

Estimated Carry-over

Please explain why the Estimated Carryover to 2023 - 2024 of \$00.00 is more than the 10 % of the Estimated Distribution for 2022 - 2023 of \$49,867.00

Note: There will be no estimated carryover for SY 2023 - 2024.

Funding Changes

There are times when the planned expenditures in the goals of a plan are provided by the LEA, a grant, or another unanticipated funding source leaving additional funds to implement the goals. If additional funds are available, how will the council spend the funds to implement the goals in this plan?

Additional funds will be used to support additional professional development.

Publicity

- School newsletter
- School website

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date
4	0	2	2022-05-03

Teacher and Student Success Plan

School Year: 2022 – 2023

School: Maria Montessori Academy

Date Board Student Success Framework Approved: June 15, 2019

Date Teacher and Student Success Plan Approved: May 10, 2022

General Information – In accordance with the Student Success Framework approved by the Board, the school’s administration will create a Teacher and Student Success Plan designed to improve the school’s performance under the state’s accountability system (SBE staff have indicated that this means achieving at least a 1% increase from the previous year’s overall score). The Plan’s goals may align with the goals shown on the School Land Trust Plan. Schools must include at least one goal in the plan. Schools must solicit input on developing the plan from administrators, school level educators, parents, and the School Land Trust council and may solicit input from students, support professionals, or other community stakeholders. The Plan must be submitted to the school’s Board for approval. The Board will annually review the Plan submitted and use its best efforts to complete the approval process by June 30 each year. The School Land Trust council will select a component of the approved plan to address within the School Land Trust Plan.

Goal

1. With end of year summative assessment, students at Maria Montessori Academy in grades 4 - 9 will increase English language arts standardized test scores by 2 percentage points, as compared to the previous years’ proficiency scores.

Measurement

1. English language arts achievement will be measured by the end of year summative assessment.

Action Steps

- Administration will provide staff with professional learning opportunities to implement data-based decision making.
- Teachers will use data to create instructional opportunities for students.
- Students will take end of year summative tests in English language arts.

Budget

100% of the TSSA funds will be used for augmentation of existing programs.



EXECUTIVE SUMMARY

AMENDED LEA-SPECIFIC EDUCATOR LICENSE POLICY

Previously the School adopted an LEA-Specific Educator License Policy. Among other things, this policy explains the process the School must go through to apply for an LEA-specific license for an employee and the requirements the School must follow when it employs educators with LEA-specific licenses.

The administrative rules governing LEA-specific educator licenses are contained in R277-301. Recently, R277-301-7 was amended to say that LEAs can no longer issue an LEA-specific license in the area of special education and other related areas. Prior to this change (and as reflected in the School's currently policy), LEAs were permitted to issue LEA-specific licenses in special education and preschool special education for one school year.

The proposed amendments to the School's LEA-Specific Educator License Policy reflect the recent changes R277-301-7 – i.e., they provide that no LEA-specific licenses may be issued in special education and related areas.

AMENDED PROCUREMENT POLICY

Over the past year or so there have been a variety of changes to the Utah Procurement Code and the procurement rules in Title R33 of the Utah Administrative Code. The proposed revisions to the School's Procurement Policy are intended to make the policy reflect current procurement laws and rules, including the various small purchases thresholds. In addition, the proposed revisions add detail to the policy in order to clearly explain when the School is and is not required to obtain bids or quotes and when the School is and is not required to go through a formal procurement process prior to making certain purchases. The revisions also outline the procurement rules that apply to purchasing professional services and doing construction projects.

The proposed revisions should not only make the policy consistent with current law, but also provide the School with a clear procurement guide when making purchases.

Maria Montessori Academy
Policy: LEA-Specific Educator License Policy
Approved: July 30, 2020
Amended:



Purpose

Maria Montessori Academy (the "School") is committed to employing educators who are properly licensed and qualified for their positions. This policy is adopted in accordance with Rule R277-301 and governs the School's application for LEA-specific educator licenses and its employment of educators on such licenses.

The School acknowledges that the purpose of LEA-specific educator licenses is to allow the School to hire otherwise qualified educators during the period that they are preparing and completing requirements to qualify for an associate educator license or a professional educator license.

Policy

Applying for an LEA-Specific Educator License

The School's administration will propose to the Board of Directors (the "Board") candidates for an LEA-specific educator license as the need arises.

When the administration proposes a candidate for an LEA-specific license, they will follow the procedures below and provide the Board with an explanation and rationale for requesting an LEA-specific educator license under the criteria contained in this policy.

When the Board determines that it is appropriate under this policy, the Board will approve the request for an LEA-specific educator license in a public meeting. Approval will take place no more than 60 days prior to submitting the application to the USBE on behalf of the candidate.

The Board will apply for the LEA-specific educator license for one, two, or three years as requested by the administration and approved by the Board, and in accordance with R277-301-7.

~~The School may not issue an LEA-specific license area of concentration to an educator for the license areas identified in R277-301-7, including special education, pre-school special education, deaf education, school psychologist, school social worker, audiologist, speech language therapist, or speech language pathologist.~~

Deleted: An LEA-specific educator license for a license area in special education or preschool special education may only be issued for one school year and may not be renewed. If an educator at the School is granted such an LEA-specific educator license, the School will provide special education law training recommended by the USBE Superintendent within the first month of the educator's employment....

In accordance with R277-301-8, the Board may request an eminence designation for an LEA-Specific license, license area, or endorsement for a teacher whose employment with the School is no more than 37% of a teacher's regular instruction load.

Criteria for Employing Educators with an LEA-Specific Educator License

The School will use the following processes and consider the following criteria in determining whether to employ an educator and apply for an LEA-specific educator license:

1. Vet each candidate and contact references in order to verify that they are a strong candidate. In particular, ensure that the candidate does not have any prior misconduct that would impair their success in teaching.
2. Interview each candidate and verify that they support the School's focus.
3. Consider the extent to which each candidate has training in the content area and the ability to facilitate student learning in that content area.
4. Consider the extent to which each candidate has experience and the ability to effectively teach courses.
5. Consider whether the LEA-specific educator license is sought in a content area in which there is a shortage of qualified educators in the state.

When an LEA-specific license, license area, or endorsement is sought for an educator for a subject that comprises less than 50% of the educator's course load, the following criteria will also be considered:

1. Consider whether the educator is a certified teacher in other content areas.
2. Consider whether the number of periods to be taught under the LEA-specific license, license area, or endorsement constitutes a full teaching load.
3. Consider whether the School currently employs or is hiring a teacher who does not have a degree or endorsement in the content area but who can also teach other areas in which they are licensed.
4. Consider whether the educator has demonstrated proficiency in teaching these courses.
5. Consider whether the administration has identified other qualified candidates with the necessary dual licensing.

The School will also ensure that a candidate for an LEA-specific educator license has completed (or will timely complete) the required criminal background check and educator ethics review described in R277-301-7.

Educator Preparation and Support

Within the first year of employment, the School will train each educator holding an LEA-specific educator license on:

- (a) educator ethics;
- (b) classroom management and instruction;
- (c) basic special education law and instruction; and
- (d) the Utah Effective Teaching Standards described in R277-530.

Website Posting

This policy will be posted on the School's website.

The School will also prominently post the following information on its website:

- (a) disclosure of the fact that the School employs individuals holding LEA-specific licenses, license areas, or endorsements;
- (b) an explanation of the types of licenses issued by the USBE;
- (c) the percentage of the types of licenses, license areas, and endorsements held by educators employed in the School based on the employees' FTE as reported to the USBE Superintendent; and
- (d) a link to the Utah Educator Look-up Tool provided by the USBE Superintendent in accordance with Subsection R277-312-7(6).

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Policy

Maria Montessori Academy (the "School") will follow applicable state and federal laws in connection with the procurement of services, supplies and equipment, including but not limited to the provisions of the Utah Procurement Code at Utah Code § 63G-6a-101, *et seq.* and the administrative rules in Title R33 of the Utah Administrative Code.

Procurement Processes

The School will follow the procurement processes below unless an exception applies.

Quotes or Bids Not Required

No procurement process is required for purchases of items up to \$5,000. The School may make such purchases from any vendor without obtaining competitive bids or quotes. However, the School may only purchase up to \$10,000 worth of items each costing \$5,000 or less from one vendor at one time without obtaining competitive bids or quotes. The School may also only purchase up to \$50,000 worth of items each costing \$5,000 or less from one vendor during one year without obtaining competitive bids or quotes.

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Quotes or Bids Required

For small purchases as defined in R33-5-107, which will typically include purchases of items between \$5,000.01 and \$50,000 other than professional services or construction projects, the School will obtain at least two competitive bids or quotes that include minimum specifications and purchase from the responsible vendor offering the lowest bid or quote meeting the specifications. The School will also record and maintain as a governmental record the names of the vendors offering bids or quotes and the date and amount of each bid or quote.

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Formal Procurement Process Necessary

For purchases of items over \$50,000 other than professional services or construction projects, the School will conduct a formal procurement process, such as an Invitation for Bids or a Request for Proposals.

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Professional Services

For small purchases of professional service providers and consultants as defined in R33-5-108, which will typically include purchases of such services up to \$100,000 per

project, the School will first review the qualifications of at least three companies, firms, providers, and/or individuals and then select one through direct negotiation. Obtaining competitive bids or quotes for the above-described small purchases is not required.

For small purchases of design professional services as defined in R33-5-105, which will typically include purchases of such services up to \$100,000 per project, the School will first review the qualifications of at least three design professional firms and then select one through direct negotiation. The School will also include minimum specifications when doing a small purchase of design professional services as defined in R33-5-105. Obtaining competitive bids or quotes for the above-described small purchases is not required.

However, if the cost of a professional service provider's, consultant's, or design professional's services exceeds \$100,000, the School will conduct a formal procurement process for such services, such as an Invitation for Bids or a Request for Proposals.

Construction Projects

For small purchases of construction projects as defined in R33-5-106, the School may procure a small construction project up to \$25,000 from a contractor without obtaining competitive bids or quotes after documenting that all building code approvals, licensing requirements, permitting, and other construction related requirements are met. When procuring a small construction project costing between \$25,000.01 and \$100,000, the School will obtain at least two competitive bids or quotes that include minimum specifications and will award the project to the contractor with the lowest bid or quote that meets the specifications after documenting that all applicable building code approvals, licensing requirements, permitting, and other construction related requirements are met.

The School will include minimum specifications when doing a small purchase of a construction project as defined in R33-5-106. Contractors selected by the School to do a small construction project must certify that they are capable of meeting the minimum specifications of the project.

If the cost of a construction project exceeds \$100,000, the School will conduct a formal procurement process, such as an Invitation for Bids or a Request for Proposals.

Other Requirements

The School will not artificially divide purchases or otherwise take steps in order to avoid the requirement to obtain competitive bids or quotes or conduct a formal procurement process.

School personnel will comply with the provisions of the Procurement Code prohibiting the acceptance of gratuities or kickbacks from vendors during the procurement process.

The School's contracts with vendors, including any renewal or extension periods, will not have a term that is longer than five years unless an exception applies or the School complies with the requirements of the Procurement Code governing any contract with a term that is longer than five years.

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The School will comply with the requirements of the Procurement Code in connection with any contract with a term that is longer than five (5) years, including any automatic renewals or extensions. The School

The School will comply with the requirements of the Procurement Code in connection with any construction or real property improvements undertaken by the School.

When entering into a contract, the School will ensure that the contract includes appropriate language regarding the scope of work to be performed, adequately addresses any applicable federal requirements, and includes language regarding data privacy and use, where appropriate. The School will ensure that the appropriate legal review of contract language is performed prior to entering into the contract.

Any alleged violations of this policy or applicable law shall be reported in writing to the School's Director or Board of Directors.

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Review

The School shall review this policy annually.

Something to Talk About, LLC

Somethingtotalkaboutspeech@gmail.com

Katie Poland M.S., CCC-SLP
Heather Ferguson M.S., CCC-SLP
197 West 2050 south
Perry UT 84302
435.830.8647

Renewal Contract for Speech Therapy Services Maria Montessori Academy 2022-23 School Year

Specifications

Something To Talk About, LLC will provide speech/language therapy services for students within the District, grades K-9 for an estimated thirty-eight (38) hours per week. Services will initiate on **August 15, 2022** for the 2022-2023 school year and are renewable yearly. This agreement may be terminated by either party by giving thirty (30) days written notice. Services will be billed at sixty-nine dollars (\$69) per hour for work done by a speech language pathologist (SLP); this includes work done at home that is directly related to servicing students such as writing IEP's, scoring evaluations and writing evaluation reports. Work that is done by the speech-language technician (SLT) will be billed at fifty-one (\$51) per hour. Services will be billed to Maria Montessori School on the first day of the following month. Payment for services is expected by the fifteenth of each month. Payments not received by the last day of the month will be subject to a \$100 late fee. The services to be provided include:

- Provide Kindergarten articulation and language screeners.
- Provide hearing screeners on Kindergarten, 1st and 3rd graders.
- Provide consultative and direct speech/language therapy services.
- Consult with teachers, parents, and other professionals
- Screen and/or evaluate each student in all areas of suspected language dysfunction as identified by the RTI team or the IEP team members for possible services. Evaluations and reports will be completed within timelines required by the school district and IDEA.
- Review progress of each student in the therapy program and document progress with the same frequency as general education students.
- Revise IEP goals and objectives with IEP team members, as needed, and make recommendations to parents and other professionals as appropriate.
- Confer with classroom teachers concerning the classroom application of speech therapy recommendations.
- Participate in the individual education planning process by collaborating with special education and general education teachers as appropriate for each student who is to receive speech/language therapy.
- Maintain appropriate records and files for students receiving speech/language therapy.
- Maintain current speech therapy evaluations for students receiving speech/language therapy services so as to be in compliance with IDEA.

The speech-language pathologist (SLP) will possess and maintain current licensure and credentials as required by the Utah State Board of Education (USBE).

Something To Talk About, LLC

Date

Maria Montessori Academy

Date



MARIA MONTESSORI ACADEMY BOARD MEETING CALENDAR

Below are the tentative Maria Montessori Academy Board Meeting dates for the 2022-2023 school year. Meetings are tentatively scheduled for the second Tuesday monthly. These dates are subject to change or cancelation and additional meetings may take place. Please note that meetings will generally be held at 2505 N. 200 E.; North Ogden, UT 84414, but may also be held electronically or at different locations as needed by the Board of Directors. All meetings will be posted on the Utah Public Meeting Notice website at least 24 hours in advance.

August 9, 2022 at 5:30 PM

September 13, 2022 at 5:30 PM

October 11, 2022 at 5:30 PM

November 8, 2022 at 5:30 PM

December 13, 2022 at 5:30 PM

January 10, 2023 at 5:30 PM

February 14, 2023 at 5:30 PM

March 14, 2023 at 5:30 PM

April 11, 2023 at 5:30 PM

May 9, 2023 at 5:30 PM

June 17, 2023 at 8:30 AM

Commented [KF1]: Parent Teacher Conferences are scheduled for this date. Consider moving to October 4th or 18th?

Commented [KF2]: Valentine's Day. Consider moving to February 7th or 21st?