

Utah Military Academy
Board of Directors || Meeting Minutes
Friday, June 24, 2022 1830
Location: In Person-Hill Field Campus 5120 S. 1050 W Riverdale, UT 84405
VIRTUAL: Zoom

Meeting ID: 881 3802 4313 || Passcode:683959

In compliance with the Utah State Open and Public Meetings Act, this is a meeting for the Board of Directors to take an action openly and conduct deliberations regarding Utah Military Academy business. As a courtesy, please step outside with noisy children or to speak amongst yourselves in order to maintain a quiet atmosphere for the meeting and the recording. The Board reserves the right to take an action on any agenda item. The board also reserves the right to go into closed session in compliance with Utah State Law 54-4-204, 205, & 206.

Notice of Special Accommodations: In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Whitney Horning 801-689-3013.

Agenda Item	Presenter	Materials/Notes	Time
Call to Order/Roll Call	Honorable Chuck Williams, board chair	Roll Call: Honorable Chuck Williams (Board Chair), Curt Oda (Vice Board Chair), Baron Wesemann (Board), Mitch Blake (Board), Bill Orris (Superintendent), Kit Workman (Deputy Superintendent), Ben Smith (Hill Field Principal), Whitney Horning (District Operations Manager)	1830
Pledge of Allegiance	Honorable Chuck Williams		1832
Review of Minutes	Baron Wesemann	<p>Motion to approve minutes of April, 19 by Baron Wesemann, Curt Oda seconded the motion</p> <p>Votes were as follows: Chuck – Aye; Baron – Aye; Curt – Aye; Mitch – Aye. Motion passed unanimously</p> <p>Motion to approve minutes of May 21 by Baron Wesemann, Curt Oda Seconded the motion.</p> <p>Votes were as follows: Chuck – Aye; Baron – Aye; Curt – Aye; Mitch – Aye. Motion passed unanimously</p>	1833
Board Training (if applicable)		Not applicable	
Board Chair's Comments	Honorable Chuck Williams	<p>Welcome guests (Crystal Tweeten, and Ben Smith, principal of Hill Field)- no one has joined via the zoom option at this time.</p> <p>Interesting past few months, efforts have paid off and continue to pay off; school is on better footing and headed in brighter direction; good team assembled; lot of work to do with budgeting and recruiting talent, moving ahead; proud of board members (made statement that no board members receive any pay of any kind); looking toward future; focus on cadet behavior, dress, and decorum; graduation dress code and outline in order that both parents and cadets know how to act and behave when on the stage, we are a military school and need to act like it, especially at special events like graduation</p>	1835

Superintendent Report	LTC William Orris	<p>Discussed his leadership style: situational, depends on the circumstances; doesn't want to shake things up too much; good bones on this "ship", lots of things we do need to focus on moving forward; connect with employees and lead; have discipline and exude the competencies; policies in place</p> <p>Largest complaint at previous schools he has been employed at is communication, wants frequent personalized communications, cannot let issues simmer, deal with them as fast as they come on, exude active leadership rather than reactive.</p> <p>Moving forward, enrollment: will be encouraging the principals at both campuses to try to give a call to every parent before school starts to check in and let them know who they are and that we are glad they are attending</p> <p>School grades-USBE (Utah State Board of Education) is developing a plan to evaluate and "grade" schools; student performances are the metrics that matter, we need to see drastic growth, put right people in place and get ourselves ahead of the curve</p> <p>Enrollment currently at 849 (HF 515; CW 334); would like to see 1100 by beginning of school; June is not a good recruiting month (family vacations, etc), need to kick up into gear to up enrollment; marketing-currently using Facebook ads (better venue); new budget projects \$70,000 for marketing and it needs to be kicked higher for Facebook ads, etc.; open houses at greater frequency, advertise them on Facebook, have potential of growing; social media is the most effective marketing today; Facebook marketing should target key areas around our schools, push website clicks to drive them to our website, got to post deadlines (filling up, school starts on this date, call to action, etc); intent is to hire marketing specialist; google ads, Instagram, Pinterest, blogs, etc., those schools with blogs increase traffic and interest; our marketing should promote the idea of what a military school experience is like</p> <p>Comments by Mitch Blake: kids are more into Instagram; can we work more toward getting corporations to donate items to us as we have in the past?</p> <p>Orris: Key issues is making a strong case for the compelling reasons to attend UMA; need to transmit unmistakable signals of the habits and behaviors required of our faculty/staff and cadets; marketing-looking for a full-time person, they may not be busy all the time so will want to combine it with searching for/writing/finding grants and fundraising activities; will also have them be over PIC (Parent Involvement Committee)- Orris' intent is to attend PIC meetings at both campuses</p> <p>Baron Wesemann asked what PIC stands for</p> <p>Orris and Blake: Parent Involvement Committee</p> <p>Orris: discussed staff and faculty needs at both campuses; Cadet Family Support-want to get it going at CW as it has been highly successful at HF; we will be doing our own internal audit on our policies and procedures, especially in regard to our</p>	1838
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underserved communities; CW have another problem that we need address, self-study provided by Spedco. We have been disciplining students with IEP's without proper manifestation and due process. Legal issues: Galloway law suit, will follow up with Risk Management; HR complaint between two teachers that was not resolved and needs to be addressed. Under mitigation in another situation regarding a complaint brought to the division of labor by a former employee. There is a need for a directors and officers errors emissions through State Risk Management

Curt Oda: Former financial manager assured us numerous times that it had been taken care of

Budget Discussion (about 1900): [Orris handed out proposed budget to all in attendance; was sent via email; and posted on UMA website for the past 30 + days]

Orris: we also need earthquake insurance, would be good to look into; Red Apple will be handling our finances; budget for SY 22-23 as you go through it everything looks pretty straightforward; we have just under 2 million cash on hand; we are at roughly 3.5 mill today; local revenues=student fees, we forecast student fees that we never received, \$260,000 fees we only received about half; we need to work to break even on fees in the future; federal funding has gap of 300k in lesser funds; have spent significant time working on grants and we have the potential of receiving 1.2 million more through federal grants system; not sure can give accurate picture until more information is obtained, might be middle of July; key is collecting the stuff that we can make balance

Mitch Blake: looks like students will have to start paying for their lunches

Orris: Covid gave us free lunch; USBE notified us that that program is ending and students will have to begin paying for lunch; employee salary- does not have great confidence in salary report given to him, concerns with the benefits package and the disparity between employees, recommends not changing it at this time, but consideration for future; expense on benefits side will increase by 5% next year, lower than expected because we have had relatively healthy employees; leases-budgeted a quarter million for lease payments, ended year with \$104,000, we rent a storage unit, rent graduation facilities, we were renting a bus at \$200 per day for most of the year, went back day before Orris came on board, need to figure out our lease expenditures

Wesemann: (speaking about bus rental) that is \$1,000 a week; that's about \$50,000 a year

Orris: the renter (person renting the bus to UMA) was a staff member of the school; that's disturbing

Blake: we (Camp Williams) no longer need the temporary fence; city of Lehi says we no longer need it; we rent it from American fence, cost about \$4,000 initially, but they have charged us about \$14,000; wants to ask American Fence if they will consider doing some good will and replacing the temporary fence with a good fence at no charge

		<p>Orris: discovered the Esser funds can pay for building maintenance; Workman is getting gym floor redone at HF; cafeteria floor needs to be redone at CW; spent \$509,000 on bond principal which is almost more than double what it should have been, may have been due to amortization schedule being changed on UMA, \$306,000 has been paid without Board knowledge, needs to speak to the Bond people, hoping to be able to articulate that this was an early payment for next year;</p> <p>Budget looks like we are out of whack about 1.2 million, holding off on purchases at this moment</p> <p>Fixes: income streams, getting money we are due from the State, we do have a little bit of savings, asking the board to authorize that we use some of our savings as an income stream to balance our budget this year; goal is to reduce the discrepancy drastically mainly by upping the income stream; we've been approved for 1.2 million we just need to make sure we get it; grant approval from June 2, \$64,000 to pay teachers a bonus for extra work they did over the school year; had to have all teachers articulate what they did over the past year to earn this bonus</p> <p>We have substantial monies due in, about 1.23 million</p> <p>Fire alarm: the school has been out of compliance with its fire alarm systems, central panel is outdated and out of code, not working, had to do fire watches until panel was replaced (cost \$5,000).</p> <p>Oda: it should have been replaced when the building was remodeled two years ago; can we go after the contractor to cover the cost?</p> <p>Workman: Contractor added an additional new panel due to code issues, but they failed to inspect and update the original panel</p> <p>Williams: who is going to check with contractor to see if they will cover it?</p> <p>Orris: I will</p>	
Transition Team Report	Chuck Williams	Nothing really to report; just want to thank Bill for his help in putting together marketing team	1925
New Board Members Process	Chuck Williams	Will discuss adding one or two new board members; that discussion will take place in the executive session	1926
Emergency Procedure Policy	Chuck Williams Bill Orris Curt Oda Mitch Blake Baron Wesemann Ben Smith Kit Workman	<p>Williams: Turn time over to Orris who has been working hard on our policies and procedures;</p> <p>Orris: some of what we need to update is in accordance with new state law; make sure everything is according to board approval; discussion on policies, especially Active Shooter and what can be done to be better prepared, these are serious issues for our time</p> <p>Orris: need approval and vote on policies: Mitchell Blake made a motion to accept policies; Baron Wesemann seconded the motion; Chuck: vote Vote: Chuck – Aye; Sherrain Reber (joined via Zoom a few minutes earlier) - Aye, Mitch Blake - Aye, Curt Oda - Aye, Baron Wesemann – Aye</p>	1927

		Motion passed unanimously	
SY 22-23 School Fees modifications discussion and vote	Kit Workman	<p>Workman: Discussion on the need to raise school fees: When school fees were first proposed we didn't have new price increases for full uniform costs, due to price increase we need to move from \$150 to \$165; mainly increase in boot expense and polos; we buy them pretty much at cost, we are not allowed to make money on uniforms, therefore, we sell them pretty much at our cost</p> <p>Curt Oda made a motion to accept school fees modifications/increase; Mitch Blake seconded the motion</p> <p>Vote: Baron - Aye, Curt - Aye, Mitch – Aye; Sherrain - Aye, Chuck – Aye</p> <p>Motion passed unanimously</p>	1945
SY 22-23 Budget Discussion and vote	Chuck Williams	<p>See discussion as outlined above under Superintendent report</p> <p>Curt Oda made a motion to accept budget for SY 22-23; Mitch Blake seconded the motion</p> <p>Vote: Sherrain - Aye, Chuck - Aye, Mitch - Aye, Baron - Aye, Curt - Aye</p> <p>Motion to accept proposed SY 22-23 Budget passed unanimously</p>	1944
SY 22-23 Calendar modification discussion and vote	Kit Workman	<p>Currently proposed SY 22-23 Calendar goes into June; checked around and we are the only district going into June; propose moving the last day of school to May 26, 2023; propose graduation 2 days earlier on Wednesday May 24; last day of school for everyone else May 26, 2023.</p> <p>Discussion on laws and regulations on number of days in school/hours (180 days/990 hours). Many districts, including Davis count PD and Comp days in their 180 total. Propose matching our calendar with local school districts such as Davis.</p> <p>Mitchel Blake made motion to accept proposed modifications; Baron Wesemann seconded the motion;</p> <p>Votes: Chuck- Aye, Sherrain - Aye, Baron - Aye; Mitch - Aye, Curt – Aye</p> <p>Motion to accept calendar modifications passed unanimously</p>	1947
Public Comment	Kit Workman	<p>UMA Successes; 2 cadets earned flight scholarships (1 from each campus), one in phoenix, one in North Dakota; HF had 3 cadets selected to SAME summer camp; 2 HF cadets selected for Air Force Cyber Academy; Cadet Smith from CW was selected for a Falcon Foundation Fellowship, attending New Mexico Military Institute, is currently at Flight Program and then will head to NMMI (can receive an appointment to USAFA from NMMI); Cadet Kache Morris was selected for Youth Governor program and spent one week in Washington DC; Cadet Gai selected as Senator at Boys State and will attend Boys Nation; CW marksmanship team is currently in Ohio at National Championships, finished 11th today, shooting Jr Olympics tomorrow</p> <p>Will have half a dozen cadets helping with USU stem center during Hill Air Force Base Air Show this weekend</p>	1954

Executive Session		<p>Baron Wesemann made a motion to move into closed, executive session; Mitch Blake seconded the motion</p> <p>Votes: Chuck - Aye, Curt - Aye, Sherrain - Aye, Baron - Aye, Mitch - Aye</p> <p>Motion to move into closed executive session passed unanimously</p> <p>Chuck Williams made a motion to adjourn; Curt Oda seconded the motion</p> <p>Votes: Sherrain - aye, Curt - aye, Mitch - aye, Chuck- aye, Baron – aye</p> <p>Motion to adjourn passed unanimously</p>	2000
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