



This meeting was held via teleconference.

## MEETING MINUTES

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### Attendees

#### Voting Members

Ms. Andrea Urban, President  
Ms. Karen Aston, Secretary  
Ms. Amber Wright, Treasurer  
Ms. Nancy Willison, Board Member  
Ms. Rachel Skinner, Vice President

#### Voting Members Excused

Ms. Nicole de la Vega

#### Others in Attendance

Kristy Gordon, Chief Executive Officer  
Amy Hart, Director Grades K-8  
Jonathan Seal, Director Grades 9-12  
Kara Finley  
Dawn Benke  
Janey Stoddard  
Platte Nielson

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### 1. Board Meeting Welcome and Roll Call

Andrea Urban called the Board of Trustees meeting to order at 3:06 PM.

### 2. Pledge of Allegiance

### 3. Public Comment

No public comment.

### 4. Consent Calendar

Motion: I move to approve the consent calendar.

Motion passed.

Motion made by: Ms. Andrea Urban

Motion seconded by: Ms. Karen Aston

Voting:

Ms. Andrea Urban - Yes  
Ms. Rachel Skinner - Yes  
Ms. Karen Aston - Yes  
Ms. Amber Wright - Yes  
Ms. Nancy Willison - Yes

#### a. July 21, 2022 Board Meeting Minutes

### 5. Reports

**a. Administrative Report**

Kristy Gordon reported on the current state of the school, including the preparations for live courses, staffing, and current enrollment. Efforts over the summer to confirm enrollment and shipping addresses were beneficial to a smooth school year. Enrollment for the semester closes tomorrow, then new students will be accepted for the second semester.

**b. Finance Report**

Dawn Benke, an Academica West accountant, was introduced, and she has started working with administration. The current financial reports were presented, and the total net income was explained. There is still federal relief funding that will be received during this fiscal year.

**6. Voting Items**

**a. Zoom Invoice**

The invoice covers Zoom services for the 2022-2023 school year.

Motion: I move to approve the Zoom invoice.

Motion made by: Ms. Karen Aston

Motion seconded by: Ms. Rachel Skinner

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nancy Willison - Yes

Motion passed.

**b. Computer and Technology Purchase**

The board is in need of updated technology and the funding source was considered. Board members will reach out to Jonathan Seal to discuss needs and it may be brought back to the board. The board discussed the possibility of a fully refundable fee for computer use for students and other ways to motivate the return of technology.

Voting tabled.

**c. Library Materials Policy**

Recent legislation requires the school adopt a Library Materials Policy, even though the school doesn't currently host a library. The policy does prohibit sensitive materials and requires the administration create regulations. The definition of sensitive materials is defined in Utah Code and a revision was made to the policy. The school is looking at student libraries and audio libraries and how to select and utilize them for the current year.

Motion: I move to approve the Library Materials Policy.

Motion made by: Ms. Andrea Urban

Motion seconded by: Ms. Rachel Skinner

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nancy Willison - Yes

Motion passed.

**d. Bullying, Cyber-Bullying, Hazing, Retaliation, and Abusive Conduct Prohibition and Prevention Policy Amendment**

The policy has been updated to include requirements under board rule, including recent components that have been added.

Motion: I move to approve the amended Bullying, Cyber-Bullying, Hazing, Retaliation, and Abusive Conduct Prohibition and Prevention Policy.

Motion made by: Ms. Andrea Urban

Motion seconded by: Ms. Amber Wright

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nancy Willison - Yes

The training requirements in the policy will be completed by the administrative team.

Motion passed.

**7. Board Business**

**a. Calendaring**

The next board meeting is scheduled for September 15, 2022 at 3 PM.

**8. Closed Session in Accordance with the Utah Open and Public Meetings Act**

No closed session held.

**9. School LAND Trust Council**

No School LAND Trust business discussed.

**10. Adjourn**

Motion: I move to adjourn the board meeting.

Motion made by: Ms. Rachel Skinner

Motion seconded by: Ms. Andrea Urban

Motion passed.

Board meeting adjourned at 3:53 PM.

DRAFT