



MEETING MINUTES

Board of Trustees
03/27/2023
10:00 AM
1353 W 760 N
Orem, Utah 84057

Attendees

Voting Members

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

Others in Attendance:

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

1. Board Meeting Welcome and Roll Call

Andrea Urban called the Board of Trustees meeting to order at 10:24 AM.

2. Pledge of Allegiance

3. Public Comment

No public comment.

4. Consent Calendar

Motion: I move to approve the consent calendar.

Motion made by: Ms. Rachel Skinner

Motion seconded by: Ms. Nicole de la Vega

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Abstain

Motion passed.

a. February 16, 2023 Board Meeting Minutes

5. School LAND Trust Council

The goals for the current year and progress for the previous years were reviewed. Testing frequency and monitoring along with the interventions in place were considered. The administration discussed school-level assessments and how they are administered. The first goal will remain the same with an adjustment to the staff language. The second goal and corresponding MAP growth data were examined, and small groups are supporting outstanding growth. The second goal will remain the same with a similar update to the staff verbiage. Digital safety and monitoring is in place and the school will continue teaching it annually and providing resources.

6. Reports

a. Finance Report

Dawn Benke reviewed the current financial reports, including the income in relation to the expenses at this point in the school year and the reason for any discrepancies. The lease is recorded as a fixed asset and a long-term liability, which impacts the net income.

Break from 11:14 AM to 11:44 AM.

b. Administrative Report

The administrative team reported on the current state of the school, including test administration throughout the state and preparations for the end of the school year. The school is looking at how to appropriately integrate AI technology.

7. Voting Items

a. 2023-2024 School LAND Trust Plan

The goals will be as discussed with more focus on the MAP testing.

Motion: I move to approve the 2023-2024 School LAND Trust Plan.

The board clarified the broadening of the employees being able to be utilized.

Motion made by: Ms. Karen Aston

Motion seconded by: Ms. Nancy Willison

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

b. Technology and Warehouse Purchase Plan

Kristy Gordon explained the additional technology and storage needs at the school and the associated costs, including scales, inventory carts, crates, and shelves. Elementary technology and using Chromebooks for a three-year life

cycle and the cost of the devices was discussed. A new teacher technology set up has been piloted and the cost for integration was provided. Vehicle usage at the school and the potential for purchasing a small box truck to meet school needs was considered.

Motion: I move to approve the Technology and Warehouse Purchase Plan up to \$300,000.

The Chromebooks life cycle and wear and tear will be tested by the school. The funding source for expenses and the impact on the budget and reserves was discussed by the board. The board talked about the practicality of a box truck in comparison to vans and trailers.

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. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

c. Purchase Cards

The individuals who should have purchasing cards and the additional cards proposed by job duties were outlined. This allows for flexibility for the school and the receipt management system will be utilized for reconciliation.

Motion: I move to approve the Purchase Cards.

Motion made by: Ms. Rachel Skinner

Motion seconded by: Ms. Amber Wright

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

Break from 12:27 PM to 1:16 PM.

8. Board Business

a. Calendaring

The next board meeting is scheduled for April 20, 2023 at 3 PM.

The following board meeting has been rescheduled for May 11, 2023 at 3 PM.

9. Voting Items

a. Policy 0340: Supervision of Students at School-Sponsored Activities

The proposed policy is required for adoption and the requested changes were reviewed by administration. The expectations for student pick up and standards were considered.

Motion: I move to approve Policy 0340: Supervision of Students at School-Sponsored Activities.

Motion made by: Ms. Nicole de la Vega

Motion seconded by: Ms. Nancy Willison

The concerns with the policy were discussed, along with contacting DCFS and age-appropriate responses.

Voting tabled to an upcoming board meeting and motion failed.

b. Policy 0445: Dropout Prevention and Recovery

The policy is required for adoption and while the school currently has a plan, the policy needs to be adopted at the board level. The school is held responsible for drop out students and the policy explains the circumstances under which a student should be offered dropout prevention and recovery services and what those services could include.

Motion: I move to approve Policy 0445: Dropout Prevention and Recovery.

The school does request documentation whenever a student leaves the school and services have been declined in previous instances when offered to students who could benefit.

Motion made by: Ms. Rachel Skinner

Motion seconded by: Ms. Nicole de la Vega

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes

Ms. Karen Aston - Yes

Ms. Amber Wright - Yes

Ms. Nicole de la Vega - Yes

Ms. Nancy Willison - Yes

Motion passed.

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

No closed session held.

11. Adjourn

Motion: I move to adjourn the board meeting.

Motion made by: Ms. Rachel Skinner

Motion seconded by: Ms. Karen Aston

Voting:

Ms. Andrea Urban - Yes

Ms. Rachel Skinner - Yes
Ms. Karen Aston - Yes
Ms. Amber Wright - Yes
Ms. Nicole de la Vega - Yes
Ms. Nancy Willison - Yes

Board of Trustees meeting adjourned at 1:40 PM.