

**The Minutes - Approved  
Regular Governing Board Meeting  
Utah Charter Academies**

All meeting materials are available at links on the meeting [agenda](#).

March 23, 2023

7:12 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 600, Draper, UT/Google Meet Hybrid Meeting  
Board Members Present: Ted Heap, Brad Blanchard (remote), Thomas Young (remote), Stephanie Henderson (remote - joined at 7:22 p.m.)  
Board Members Absent:  
Staff Present: Carolyn Sharett, Casey Crellin, Lisa Brunson, Jen Walstad, David Sharett, Kate York, Peri Daley  
Guests Present: Jonathan Bejarano

1 Welcome

1.1 Upon determining the presence of a quorum, Ted Heap welcomed the board members that were present at 7:12 pm.

2 Presentation and Comments

2.1 Public Comment - The chair invited public comment. None was given.

2.2 Board Training - Ethics Acknowledgement & Fraud Risk Assessment Overview

3 Consent Agenda

3.1 Items include:

- 3.1.1 Minutes from January 26, 2023 board meeting.
- 3.1.2 LEA Specific License Requests - Jen Walstad
- 3.1.3 Disciplinary Council Membership - Daniel Baker

3.2 Motion: To approve the March 2023 Consent Agenda.

3.2.1 Moved: Thomas Young

3.2.2 Second: Brad Blanchard

3.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

4 Board Business - 7:24 p.m.

4.1 Student Transportation Policy - Kate York

4.1.1 Kate York presented the updated student transportation policy to align with APA activities. Details included in the board brief linked on the meeting agenda.

4.1.2 Motion: To approve K-2.1 Student Transportation Policy as presented.

4.1.2.1 Moved: Thomas Young

4.1.2.2 Second: Brad Blanchard

4.1.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

4.2 FY22 School Land Trust Reports - Lisa Brunson

4.2.1 Lisa Brunson presented the final School Land Trust Report for FY22. The agenda was corrected to state FY22 instead of FY23. The current FY23 reports are in progress and will be available at the end of FY23. Details included in the board brief linked on the meeting agenda.

4.2.2 Motion: To approve the FY22 School Land Trust Reports as presented.

4.2.2.1 Moved: Stephanie Henderson

4.2.2.2 Second: Thomas Young

4.2.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

#### 4.3 FY24 School Land Trust Plans - Lisa Brunson

4.3.1 Lisa Brunson presented the Land Trust plans for the upcoming FY24. The Land Trust Committee would like to continue to use the estimated funds towards salaries and benefits increases of APA's teachers and instructors. Details included in the board brief linked on the meeting agenda.

4.3.2 Motion: To approve the FY24 Land Trust Plans as presented.

4.3.2.1 Moved: Brad Blanchard

4.3.2.2 Second: Stephanie Henderson

4.3.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

#### 4.4 Truancy, Tardies, and Saturday Attendance School Policies - Kate York

4.4.1 Kate York reviewed the policy amendments for the Tardy and Saturday Attendance School Policies. Amendments include clarification on procedures. Details included in the board brief linked on the meeting agenda.

4.4.2 Motion: To approve the amendments to the Tardy and Saturday Attendance School Policies as presented.

4.4.2.1 Moved: Brad Blanchard

4.4.2.2 Second: Thomas Young

4.4.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

#### 4.5 Health and Human Sexuality Assurances - Lisa Brunson

4.5.1 Lisa Brunson presented the Health and Human Sexuality Assurance Report including the Committee, curriculum materials, and data provided by the State of Utah. Details included in the board brief linked on the meeting agenda.

4.5.2 Motion: To approve the FY23 Utah Law and Policy Assurances Curriculum and Report as presented.

4.5.2.1 Moved: Stephanie Henderson

4.5.2.2 Second: Brad Blanchard

4.5.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

#### 4.6 School Climate Survey Waiver Request - Carolyn Sharett

4.6.1 Carolyn Sharett reviewed the State School Climate Survey requirement. Carolyn Sharett presented APA's request to waive or amend the survey requirement due to conflict in State Code and APA policy. Thomas Young requested an addition to the beginning of the letter to include APA's knowledge of the School Board's best interest of the students. Waiver request letter and details linked on the meeting agenda.

4.6.2 Motion: To approve the waiver request to the School Climate survey and ask Dave Mortensen to submit to the State Charter School Board for the USBE as amended.

4.6.2.1 Moved: Stephanie Henderson

4.6.2.2 Second: Ted Heap

4.6.2.3 Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

#### 4.7 Capital Projects - Casey Crellin

4.7.1 Casey Crellin presented the 2023 Special Projects list and budget, including printer acquisitions and West Valley 3 RFP results and identification of a Contractor. Carolyn Sharette provided an update on the All-Day Kindergarten change and APA's project response. No motion is required.

### 5 Management Company Report - 8:14 p.m.

#### 5.1 Management Accountability Report - Linked on the meeting agenda.

5.1.1 Academics - Jen Walstad provided an update on the Elementary Missing Work report, Accountability Elements report, and Science Fair student awards. Jen Walstad reviewed Secondary Student Compacts follow-up in response to January's board meeting as well as the Secondary Accountability Elements report and Secondary Science Fair awards.

5.1.2 Character Development - Carolyn Sharette presented upcoming events, current projects, and department highlights.

5.1.3 Campus Highlights - Available for board review and linked on the meeting agenda.

5.1.4 Enrollment - Carolyn Sharette reviewed current enrollment counts.

5.1.5 Human Resources - Carolyn Sharette reviewed employee retention counts and current open positions.

5.1.6 Finance - Casey Crellin presented the monthly financial report, including the monthly BVA and projected year-end net income.

5.1.7 Compliance - Lisa Brunson presented Compliance updates from February and March 2023, including the USBE/APA SPED Conference. Ted Heap recommended reaching out to a third party to review APA's SPED process and financials. Lisa Brunson continued to review further compliance activities, including SPED RDA, SPED Desk Audit corrections, Title VIA monitoring visit, Breakfast waiver, and grants to date.

5.1.8 Operations - Available for board review and linked on the meeting agenda.

5.1.9 Technology - Available for board review and linked on the meeting agenda.

#### 5.2 Board Composition - David Sharette

5.2.1 David Sharette provided an update on current board applications for board review.

#### 5.3 Report on USBE/APA meeting regarding Special Education

5.3.1 Reviewed during Management Accountability Report.

### 6 Agenda Items for Future Meetings - 9:02 p.m.

6.1 Next Board Meeting will be held April 27, 2023

### 7 Adjourn to Executive Session

7.1 Motion: To adjourn the meeting and move to executive session.

7.1.1 Moved: Stephanie Henderson

7.1.2 Roll Call Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

Adjourned to executive session at 9:04 p.m.

### 8 Adjourn to public session - 9:08 p.m.

8.1 Moved: Stephanie Henderson

8.2 Roll Call Vote:

	BB	TH	SH	TY
Aye	X	X	X	X
Nay				
Abstain				

8.3 Juul lawsuit

8.4 Motion: To approve the Juul settlement as presented

8.4.1 Moved: Brad Blanchard

8.4.2 Second: Stephanie Henderson

8.4.3 Vote:

	BB	TH	SH	TY
Aye	x	x	x	x
Nay				
Abstain				

Adjournment at 9:10 p.m.