

**Utah Virtual Academy
Governing Board of Directors
Board Meeting**

Date: Wednesday, June 14, 2023

Location: 310 E. 4500 S., Suite 620; Murray, UT 84107

In Attendance: Brian Maxwell, Douglas DeVore, Dallin Drescher, Kristen Davidson, Marty Carpenter, Amberly Keeler

Others In Attendance: Krystal Taylor, Brad Taylor, Kim Dohrer, Cindy Wright, Meghan Merideth, Lacey Robinson, LuAnn Charles, Beth Honcharski, Regina Krotzer, Matt Thue

Excused: Kellie Openshaw

MINUTES

CALL TO ORDER

Brian Maxwell called the board meeting to order at 6:32PM.

SPOTLIGHTS

Marie Halander, Megan Stone and Emily Knuteson were the spotlights for this meeting. The board celebrated the good work that is being done by everyone.

PUBLIC COMMENT

There were no public comments.

BUSINESS ITEMS

- Finance Report
Brad Taylor reviewed the current financial statements and explained the expenses in comparison to the revenue. The budget is as anticipated.
 - Acceptance of State Revenue
State revenue was as expected for this period.
Dallin Drescher made a motion to accept the state revenue. Kristen Davidson seconded. Motion passed unanimously. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.
 - Bank Reconciliations and Payment and Deposit Registers
The reconciliations were provided.
Kristen Davidson made a motion to approve the bank reconciliations and payment and deposit registers. Dallin Drescher seconded. Motion passed. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.
 - Invoice Approval for Purchases over \$7,500
The board reviewed invoices for approval.
Dallin Drescher made a motion to approve the reviewed purchases in the

board packet materials. Brian Maxwell seconded. Motion passed. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

- K12 / Stride Payment

The K12/Stride Payment was reviewed.

Brian Maxwell made a motion to approve the K12/Stride Payment.

Douglas DeVore seconded. Motion passed. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

- Academica West Payment

The Academica West Payment was reviewed.

Brian Maxwell made a motion to approve the K12/Stride Payment. Kristen Davidson seconded. Motion passed. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

Douglas DeVore seconded. Motion passed. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

- 2022-2023 Amended Budget

- 2023-2024 Budget

Brad Taylor provided a budget summary. Year-end numbers are as expected, and the projected budget appears to be in good standing.

Kristen Davidson made a motion to approve the budget and the amended budget as discussed. Dallin Drescher seconded the motion. The motion passed unanimously. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

- Fraud Risk Assessment

- Annual Commitment to Ethical Behavior

Brad Taylor clarified further budget and financial items. The fraud risk assessment is in good standing with a low rating. Board members discussed the importance of annual commitment to ethical behavior. This assessment along with the signed ethical behavior commitment will be submitted.

- Eide Bailly Audit Engagement

The board reviewed the audit engagement letter. The board was provided a template letter. Signing will take place via DocuSign directly between the school and Eide Bailly.

Dallin Drescher made a motion to approve the audit letter to be signed and executed with all applicable details. Kristen Davidson seconded the motion. The motion passed unanimously. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

CLOSED SESSION

At 7:16pm Brian Maxwell made a motion to enter a closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(l)(a) to be held at Utah Virtual Academy at 310 E. 4500 S., Suite 620; Murray, UT; Kristen seconded the motion. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

At 8:07 pm Brian Maxwell made a motion to move out of closed session. Sallin Drescher seconded. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye. The motion passed unanimously.

- Director Report
 - Enrollment and Retention
 - Academic Achievement

Meghan Merideth provided an update on the current state of the school, including enrollment and retention. A marketing campaign was reviewed and the board was pleased with the ongoing efforts.
 - Sex Education Curriculum and Sex Education Curriculum Materials Review Committee

The committee membership for sex education was reviewed.
Marty Carpenter made a motion to approve the sex education curriculum and sex education curriculum materials review committee as outlined. Kristen Davidson seconded the motion. The motion passed unanimously. Votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.
 - Attendance Policy and Data
 - Student Conduct and Discipline Policy and Report
 - Math Competency Report

Meghan Merideth reviewed the attendance policy data, student conduct and discipline data and the math competency information. Full reports were provided in the board packet.
 - Academica West Report

Kim Dohrer thanked everyone involved in the contract discussions and negotiations.
- Board Business
 - May 10, 2023 Board Meeting and Closed Session Minutes

Kristen Davidson made a motion to approve the May 10, 2023 Board

Meeting and closed session minutes; Dallin Drescher seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

- **Board Member Terms and Elected Officers**
Brian Maxwell made a motion to renew Amberly Keeler for a 1-year term. Board positions will be as follows: Brian Maxwell, Board Chair; Dallin Drescher, Financial Coordinator and Secretary; Amberly Keeler, Parent Representative; Marty Carpenter, Member; Kristen Davidson, Member; Douglas DeVore, Member; Kellie Openshaw, Member. Marty Carpenter seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.
- **Administration of Medication Policy Amendment**
The board reviewed the Administration of Medication Policy and received redline versions in their packet.
Brian Maxwell made a motion to approve the Administration of Medication Policy. Dallin Drescher seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.
- **Donation and Fundraising Policy Review**
The board completed an annual review of the Donation and Fundraising Policy.
- **Approval of Education Service Provider Agreement**
- **Approval of Marketing and Enrollment Services Agreement**
- **Approval of Business Services Agreement**

Amberly Keeler left the meeting at 8:50PM.

The board reviewed the Education Service Provider Agreement, Marketing and Enrollment Services Agreement, and Business Services Agreement. The board directed Matt Thue to finalize an additional item removal from a contract. There was concern that a specific item could possibly violate state law, or raise concern from the state charter school board.

Brian Maxwell made a motion to approve the Education Service Provider Agreement, Marketing and Enrollment Services Agreement, and Business Services Agreement, with the exclusivity arrangement in the K12/Stride Contract proposed be eliminated; approval of the contracts are contingent

upon this revision. Kristen Davidson seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

TRAINING

- Open and Public Meetings Act
Kim Dohrer had board members review sections of the training. The board received a pdf in their meeting documentation to review. This completes their annual training on the Open and Public Meetings Act.

CALENDAR ITEMS

- Electronic Board Meeting June 28, 2023 at 12 PM (if needed)
- 2023-2024 Board Meeting Calendar
- Board Retreat
The board will consider meeting in July to do a SWAT analysis. The annual calendar for the upcoming year was established.

ADJOURN

At 9:03PM Dallin made a motion to adjourn. Kristen Davidson seconded the motion. The motion passed unanimously. The votes were as follows: Kristen Davidson, Aye; Marty Carpenter, Aye; Douglas DeVore, Aye; Dallin Drescher, Aye; Kellie Openshaw, Aye; Brian Maxwell, Aye; Amberly Keeler, Aye.

**Utah Virtual Academy
Governing Board of Directors
Closed Session**



UTAH
VIRTUAL ACADEMY SM

Date: June 14, 2023

Location: 310 E. 4500 S., Suite 620; Murray, UT 84107

Utah Virtual Academy offers students an effective, innovative learning environment through a pioneering combination of technology and hands-on instruction. Students develop mastery of fundamental skills and are provided additional in-depth learning experiences to help them discover and develop their specific talents and interests.

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Utah Virtual 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 14th day of June, 2023.

A handwritten signature in blue ink that reads "B:MMU".

Brian Maxwell (Jun 16, 2023 20:33 MDT)

Brian Maxwell, Board President

