

Valley Academy Public Board Meeting Agenda
March 24, 2016 at 6:00pm
539 N 870 W, Hurricane, UT 84737

1. Work session of the Board (6:00- 7:30pm)
 - a. Closed session if needed
 - b. New Board Member interviews
 - c. Discussion of fee schedule for building rental agreement (also on main agenda for possible approval)
 - d. Discussion of school policies, including bus policies
 - e. Discussion of year end surveys and year end Director formal evaluation
 - f. Discussion of proposal for legal services
 - g. Discussion of charter alignment and marketing
 - h. Discussion of possible agreement with landlord on building lease

2. Welcome and open regular session (7:30pm)

3. Pledge of Allegiance and Mission Statement: (7:35-7:40)

The mission of Valley Academy is to provide a superior, character building academic program enhanced by integrated training in fine and performing arts, and a technologically advanced curriculum; *in a Social Emotional Learning environment that promotes responsible freedom.*

4. Approval of minutes from 2/11/16 meeting

5. How well are the school's finances being managed? (7:45-8:00)
 - a. Business Manager's monthly report/Finance Committee report
 - b. Discussion and possible action on any purchase orders over \$1,000.

7. How well are students achieving the outcomes for which the school was chartered? (8:00-8:20)
 - a. Mr. Dunkley's monthly report

8. How well is the Board performing its responsibilities? (8:20-8:35)
 - a. Board Training/Charter Review
 - b. Any reports from committees
 - i. Accountability Committee
 - ii. Finance Committee
 - iii. Grant Committee
 - c. Discussion and possible action on school policies
 - d. Discussion and possible action on fee schedule for building rental agreement

9. Public Comment (8:35-8:45)

Please plan ahead for your comments to be 3 minutes or less. Due to open meeting regulations, please be aware that the board will not be able to *formally* discuss or take action on items brought up in this meeting's public comment period.

10. Next meeting *proposed* for April 14, 2016

Valley Academy Public Board Meeting Minutes
March 24, 2016 at 6:00pm
539 N 870 W, Hurricane, UT 84737

In attendance: Lane Blackmore, Steven DeMille, Peggy Childs, Ben Reusch, Kevin Dunkley, Nick Turner, Miranda Kloos, Alisha Terry-Martin, David Hinton.

Steven made a motion to move to closed session for personnel matter. All members in favor. Closed session began at 6:00pm

Miranda made a motion to move to regular work session. All members in favor. Closed session ended at 6:15pm

Interview with Kevin Castro for the open board member position.

Need an agenda item for approval of new board member in the April meeting. Inform Kevin to be present at the next meeting- also to have background check done.

Discussion of policies: Policy committee meeting on Tuesday. Good first draft for the bus policies. Needs a bit more work and formatting to be ready for next meeting.

Discussion of school surveys: Steven will send survey results to the board. Director's formal review will be done at year end.

Discussion of legal services. Possible RFP in June/July. No changes in current contract at this time.

Discussion of charter alignment and marketing: Is K-5 being discussed in the school? Keep our current grade level configuration unless we can't fill the classes. Talk to Tuacahn about matriculation agreement that may help kids who are wanting to continue in charter schools through high school after they leave us in 8th grade.

Discussion of agreement with landlord: Highmark will meet with Red Apple next week to discuss the current financials. Red Apple will report on this at the next meeting.

Move to regularly scheduled meeting: (7:30pm)

Additional in attendance: Red Apple representative (Jeff), Shelly Anderson, Natalie Metzger, Tana Hall, Alicia Wisner, Charlotte Potter, Sophie Yetter, Shawna Iverson, Megan Gatlin.

Ben ledge the pledge

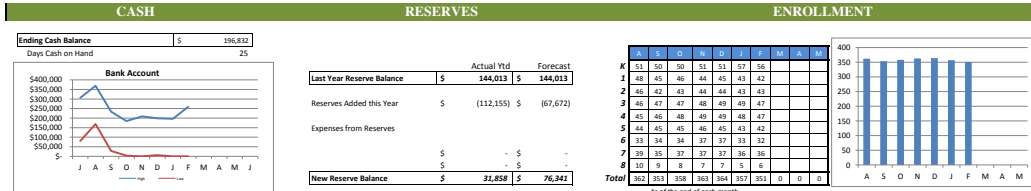
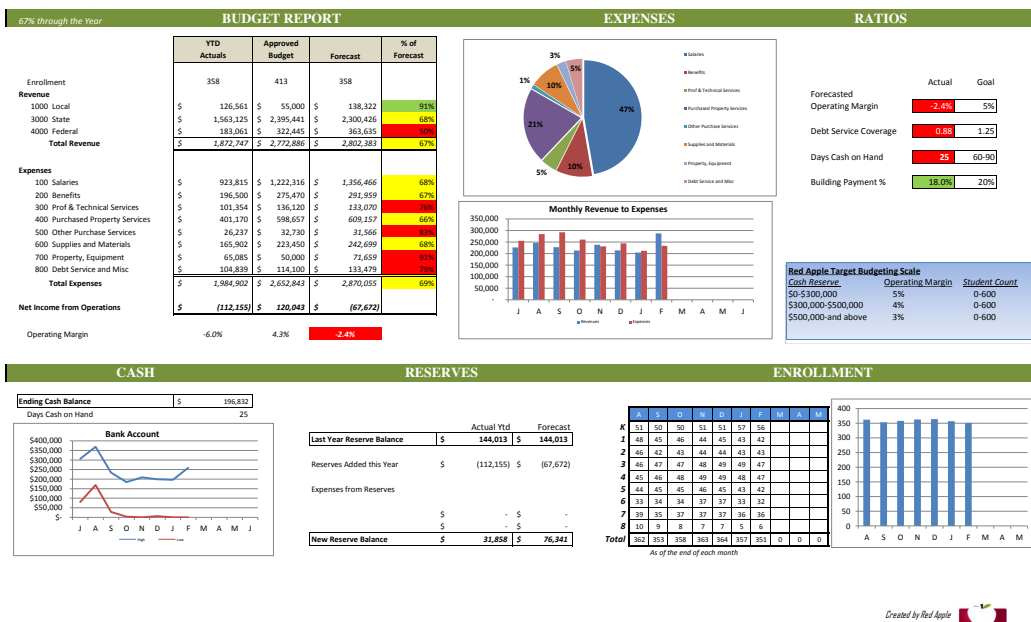
Steven read the mission statement

David made a motion to approve the minutes. All members in favor

Red Apple report: Jeff reports that things are looking better this month, and that March is a traditionally hard month for schools because of federal reimbursements.



Financial Summary
as of February 29th, 2016



Director's report:

Kevin discussed the arts department meeting: we will have choir, dance, orchestra, band, piano, visual arts, and early morning arts classes available for all students. Nancy Guymon introduced as new music teacher. Nancy gave a presentation on her goals for the rest of the school year and next school year.

Board Training/Charter Review: No questions or discussion on this month's topic.

Board Committees reports:

Grant committee next meeting on March 30 @ 3:00. Several grants currently being worked on in the school.

Discussion of school policies: Bus policy draft will be put into policy format by next meeting.

Building facility rental agreement: Motion made by David to adopt the policy. All members in favor.



539 North 870 West | Hurricane Utah 84737 | 435.635.0772 | Fax: 435.635.6966 | www.valleyacademycharter.com

Daily or Monthly Facilities Rental Agreement

This Agreement is entered into between _____ and Valley Academy. Each renter is jointly and severally liable for the payment of rent and performance of all other terms of this Agreement.

The rental will begin on _____, and continue until _____, on a _____ basis. This rental includes ONLY the use of the Multi-Purpose room and/or Dance studio (please specify) _____, the 2 front restrooms, (this is for janitorial and security reasons). Renters should NOT use the kitchen, the hallways, (other than accessing the Multi-Purpose room, Dance studio, restrooms and drinking fountains). Valley Academy may terminate the tenancy or modify the terms of this Agreement at any time.

Regular Monthly Rent

Renter will pay to Valley Academy a rate of \$25.00 per hour for non-profit use, or \$50.00 per hour for profit use, payable on the date of a single day use and in arrears on the last day of each month for monthly use, except when that day falls on a weekend or legal holiday, in which case, rent is due on the next business day. Rent will be paid to school office personnel.

Late Charges

If Renter fails to pay the rent in full before the end of the tenth (10th) day after it is due, Renter will pay Valley Academy a late charge of 2%. The total late charge for any one month will not exceed \$10.00. Valley Academy does not waive the right to insist on payment of the rent in full on the date it is due.

Returned Check and Other Bank Charges

If any check offered by Renter to Valley Academy in payment of rent or any other amount due under this Agreement is returned for lack of sufficient funds, a "stop payment", or any other reason, Renter will pay Valley Academy a returned check charge of \$25.00.

Security Deposit

Upon signing this Agreement, Renter will pay to Valley Academy the sum of \$100.00 as a security deposit. Renter may not, without Valley Academy's prior written consent, apply this security deposit to the last month's rent or to any other sum due under this Agreement. A walk-through will provide a checklist for any damages to be identified; both prior to rental contract and after contract is terminated. Within thirty (30) days after Renter has vacated the premises, returned keys and provided Valley Academy with a forwarding address, Valley Academy will return the deposit in full or give Renter an itemized written statement of the reasons for, and

the dollar amount of, any of the security deposit retained by Valley Academy, along with a check for any deposit balance.

Renter's Maintenance Responsibilities

Renter will: (1) keep the premises clean, sanitary and in good condition and, upon termination of the rental, return the premises to Valley Academy in a condition identical to that which existed when Renter took occupancy, except for ordinary wear and tear; (2) immediately notify Valley Academy of any defects or dangerous conditions in and about the premises of which Renter becomes aware; and (3) reimburse Valley Academy, on demand by Valley Academy, for the cost of any repairs to the premises damaged by Renter or Renter's business invitees through misuse or neglect.

Specific Responsibilities of Renter

- (1) Check the premises to make note of the position and condition of all equipment (ie: chairs, tables, etc.). In preparation to leave, put away all chairs, tables and other equipment used to its proper place.
- (2) Turn off all appropriate lights upon exiting the building.
- (3) Properly lock the front doors. Only the front doors should be used to enter or exit the building. Please "shake" and "snug" the doors for proper latching.
- (4) Check restrooms, hallways and drinking fountains to be sure facilities are left clean.

Insurance

Renter agrees to provide liability insurance if applicable in the amount of \$1 million naming Valley Academy as certificate holder for the entire duration of the rental agreement.

Rental Information

Key # _____ was checked to _____ by _____ on _____
(Key replacement cost \$25.00)

Room(s) Requested: ___Multi-Purpose Room ___Dance Room

Equipment Requested: ___Sound & Lights ___Microphone/Stand ___Other: _____

Dates Requested: _____

For Profit Organization? _____ (If yes, a certificate of insurance must be provided.)
(\$25/hour for Non-Profit, \$50/hour for Profit)

Rent will be paid:

Monthly Weekly

Amount: _____

Check List:

___ Payment date determined: _____

___ Walk through complete and expectations were explained by: _____

___ Insurance certificate is on record at Valley Academy (if applicable)

___ \$100 Security Deposit received

Signatures

Valley Academy Authorized Administrator:

Name Signature Title

Renter:

Name Signature Title

Phone E-Mail

Address

Public comment: Shawna Iverson made a comment of appreciation for the good she sees happening at the school.

Motion to adjourn by Ben. All members in favor. Meeting ended at 8:30pm