

Valley Academy Public Board Meeting Agenda

June 11th, 2020 @ 6pm

539 N 870 W, Hurricane, UT 84737

Due to COVID-19 this meeting will be held with the option to join electronically. Only Board Members, the Director, and the Business Manager will have video/audio capability for this meeting other than the public comment portion. Please submit your request for a public comment or to join the meeting prior to the Board meeting to bronwyn@valleyacademycharter.com.

1. Welcome and open public meeting of the Board

2. Pledge of Allegiance and Mission Statement:

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.***

3. Public Comment

The Board requests that you provide written notice to be heard for public comment so we can plan for the time required for this agenda item. Requests may be sent to bronwyn@valleyacademycharter.com. 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.

4. Review and Report: Action Items from last month's meeting.

5. Review of Annual Board Calendar

6. Approval of minutes from the 05/14/2020 meeting.

7. Approval of minutes from 05/28/2020 special meeting.

8. Discussion and possible approval of Board Leadership Appointments.

9. Discussion and possible approval of proposed 2019-2020 Final Budget.

10. Discussion and possible approval of proposed 2020- 2021 Yearly Budget.

11. Discussion of Annual Fraud Risk Assessment and Score.

12. Discussion and possible approval of "Exhibit A" to be submitted to The State.

13. Business Manager's Monthly Report

14. Director's Monthly Report

15. Reports from Board Committees:

- a) Audit
- b) Finance
- c) Policy
- d) Safety/SLT
- e) Charter Accountability
- f) Booster Club
- g) Building Development
- h) Executive

16. Closed session, if needed. **Utah Code 52-4-205(a).**

17. Any action necessary from closed session.

18. Recap and assignment of any action items needed from this meeting.
19. Next meeting proposed July 11th, 2020.
20. Adjourn

Valley Academy Public Board Meeting - Minutes
June 11th, 2020 @ 6pm 539 N 870 W,
Hurricane, UT 84737

1. Welcome and open public meeting of the Board, by Miranda at 6:04PM.
In Attendance: (Via Zoom) Elaina Westegaard, Brian Brough, Michael Palfreyman, Miranda Kloos, Wes White, Bronwyn Gooch. Also in attendance: Nate Adams, Tracy Stevens, and JJ Tanner.
2. Pledge of Allegiance led by Brian Brough. Mission Statement read by Elaina Westegaard.
3. No Public Comment. No requests for meeting access.
3. Review and Report: Action Items from last month's meeting.
 - Fingerprinting – complete.
4. Review of Annual Board Calendar
 - Retreat- Focus will be goals and committees
 - Literacy/ SPED addressed in July or August
6. **Motion to Approve** minutes from the 05/14/2020 meeting, by Michael. Second, by Wes. All in favor. After discussion, an **Amended Motion to Approve** the minutes with a time stamp correction, made by Bronwyn. Second by Elaina. **All in Favor.**
7. **Motion to Approve** minutes from 05/28/2020 special meeting by Elaina. Second, by Wes. After discussion, an **Amended Motion to Approve** the minutes with corrections to the wording of bus sale, made by Miranda. Second, by **All in Favor**
8. Discussion on board leadership positions.
 - Motion to re-appoint** Miranda as Board Chair, by Elaina. Second by Brian. **All in favor.**
 - Motion to re-appoint** Michael as Vice Chair made by Bronwyn. Second, by Elaina. **All in favor.**
 - Motion to re-appoint** Bronwyn as Secretary, by Elaina. Second, by Wes. **All in Favor.**
 - Motion to re-appoint** Elaina as Treasurer, by Miranda. Second by Michael. **All in Favor.**
9. Business Manager's Monthly Report, by Nate Adams.

This year's Final Budget
Additions:

- \$4000 added for Intro to Ag supplies.
- Added funds for Deck painting, furniture and fixtures, and for a new bus.
- Bottom Line \$169,785.00, which is just over 4% net operating margin.

Next Year's Proposed Budget

Highlights:

- Proposed for next year \$101,980.00 bottom line - based on 450 students and expected State Budget cuts.
- Stimulus Package added– (Coved- 19) \$57,949.00
- Net increase is approx. \$13,000.00 less than 3% goal.
- Raises given to teachers.
- Adding two portables- approx. \$50,000.00 additional expenses.

10. **Motion to Approve** 2019-2020 Final Budget, made by Wes. Second, by Elaina. **All in favor.**

11. **Motion to Approve** Proposed 2020- 2021 Yearly Budget, made by Wes. Second, by Brian. **All in favor.**

12. **Discussion of Annual Fraud Risk Assessment and Score.**

Part I: Separation of Duties. VAC able to answer “Yes” for mitigating control on all 12 items. Part II: Progress Assessment. Out of nine items - Our Score: 330 out of 355. Our Risk is: LOW. This assessment will be done annually. In progress: online training and promotion of fraud hotline.

13. Discussion on military preference and admission preferences. Discussion about how to list goals on “Exhibit A”. **Motion to Approve** “Exhibit A” to be submitted to The State, made by Elaina. Second, by Brian. **All in favor.**

14. Director’s Monthly Report by Tracy Stevens.

Director’s Report Highlights:

- Current Student Count: 485
 - Eight Transfers
- Waitlists: 1 - Kindergarten, 2- Sixth Grade, Fourth Grade - Full – now on waitlist.
- Teacher Licensing. Eleven renewals, this year - will be completed by June 30th.
- Technology upgrades complete
 - Chromebooks returned and repaired.
 - PA improvements and mics added.
 - Stage built, lighting in progress.
 - Cameras on all existing buses. Camera being installed on new bus.
- Bus #3 still for sale.
- Portables and permits complete.
- Desks and other equipment to be purchased from auction.
- Freezer operational.
- Security Cameras to be installed.
- Faculty Room upgrades.

15. Reports from Board Committees us.

- a) Audit – Approved auditor.
- b) Finance -Nothing further.
- c) Policy – N/A
- d) Safety/SLT – N/A
- e) Charter Accountability –N/A
- f) Booster Club -N/A
- g) Building Development -N/A
- h) Executive – Nothing further.

16. No Closed session. **Utah Code 52-4-205(a).**

17. Recap and assignment of action items:

- Elaina to look into State Fraud Hotline.
- Attendance Policy to be posted by Bronwyn.

19. Next meeting proposed July 11th, 2020.

20. **Motion to Adjourn** by Wes. Second, by Michael. **All in favor.**

21. Meeting Adjourned 7:38PM.