

Valley Academy Public Board Meeting Agenda

June 20, 2019 @ 6pm

539 N 870 W, Hurricane, UT 84737

1. Welcome and open public meeting of the Board
2. Discussion and vote on Board Officers for 2019-2020.
3. Board Interviews
4. 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.***

5. 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 alisha@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.

6. Approval of minutes from the 5/09/19 meeting.
7. Board Training: Valley Academy Charter Review and Board Training (UCAP)
8. Discussion of agenda items and format for upcoming board retreat
9. Discussion and possible approval of Annual Assurances and Board required trainings.
10. Discussion and possible approval of pursuing the Exhibit A to update our charter.
11. Discussion and possible approval of Parental Involvement Policy.
12. Discussion and possible approval of greenhouse contract application with NRSC for 2020-2021 budget and building.
13. Reports from Committees:
 - a. Academics/Curriculum/Teacher Liaison
 - b. Technology
 - c. Arts
 - d. SEI
 - e. PAC
 - f. Safety/State Trust Lands
 - g. Policy
 - h. Building Development
 - i. Wellness
 - j. Finance
 - k. Executive Committee

I. Audit Committee

14. Business Manager's Report

- a. Review and discussion of Fiscal Policies (per USCB requirement)
- b. Discussion and possible approval of Auditor
- c. Discussion and possible approval of final 2018-2019 Budget
- d. Discussion and possible approval of 2019-2020 Budget
- e. Discussion and possible approval of portable wall purchase

15. Director's Monthly Report

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

17. Any action necessary from closed session

18. Discussion and possible vote for new board member.

19. Recap and assignment of any action items needed from this meeting

20. Next meeting proposed July 27, 2019

21. Adjourn

Valley Academy Public Board Meeting Minutes
June 20, 2019 @ 6pm
539 N 870 W, Hurricane, UT 84737

In attendance: Miranda Kloos, Alisha Terry-Martin, Weston White, Spencer Adams, Tracy Stevens, Kevin Castro, Michael Palfreyman, Nate Adams. Excused: Elaina Westegaard.

Welcome and open public meeting of the Board- 1801

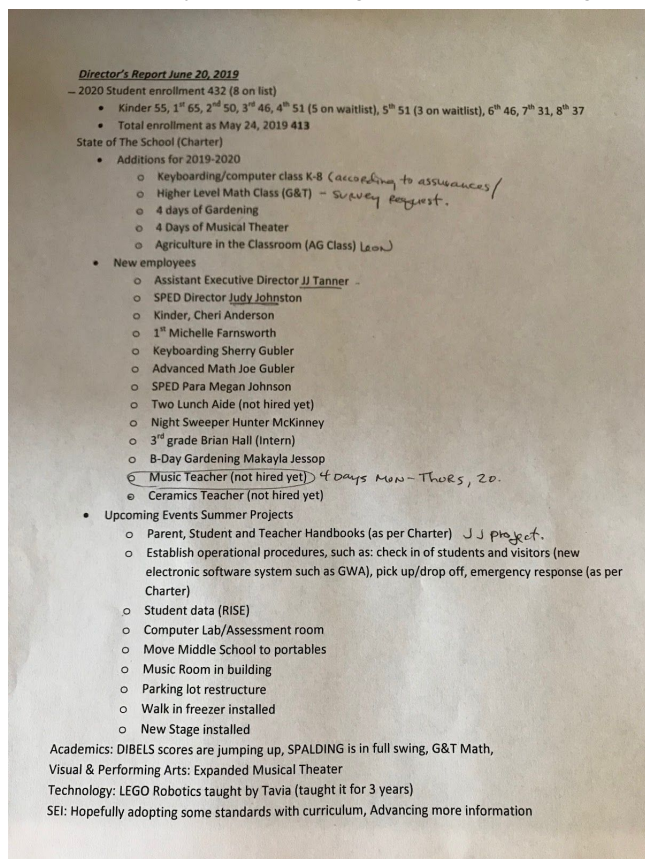
Alisha made a motion to keep all Board officers in the same positions that are currently held. Kevin second. No discussion. All members in favor.

Pledge led by Weston.

Mission Statement read by Kevin.

No Public Comment.

Director's Monthly Report (moving this item up in the agenda due to Tracy needing to leave early):



Board Interviews: Lynae Tucker and Susan Peterson.

Business Manager's Report (moving this item up due to Nate needing to leave early):

- Nate reviewed in detail the budgets from 2018-2019 and 2019-2020.

- Michael made a motion to approve the final budget for 2018-2019. Wes second. No discussion. All members in favor.
- Michael made a motion to approve the budget for 2019-2020. Wes second. No discussion. All members in favor.
- Wes made a motion to approve Eide Baily as the Auditor per recommendation from the Audit Committee. Kevin second. Discussion: Of the 2 Auditors available, this one meets all our requirements for a better price. All members in favor.
- We made a motion to approve Miranda to sign the engagement letter for Eide Baily. Kevin second. No discussion. All members in favor.
- Review and discussion of Fiscal Policies (per USCB requirement). This is on the list for the Policy Committee and is also on the list of policies that we were told need to be improved. No one knows why this policy was changed from what was originally in the charter. Policy committee will handle this.
- Wes made a motion to approve the \$3,500 purchase of a dividing wall for modification of the portables. Kevin second. No discussion. All members in favor.



Financial Summary
as of May 31st, 2019

BUDGET REPORT					EXPENSES		RATIOS	
92% through the Year								
	YTD Actuals	Approved Budget	Forecast	% of Forecast				
Revenue								
Enrollment	399	340	399					
1000 Local	\$ 110,329	\$ 59,600	\$ 114,821	96%				
3000 State	\$ 2,510,268	\$ 2,410,984	\$ 2,738,007	92%				
4000 Federal	\$ 232,292	\$ 287,449	\$ 329,939	70%				
Total Revenue	\$ 2,852,888	\$ 2,758,033	\$ 3,182,767	90%				
Expenses								
100 Salaries	\$ 1,454,439	\$ 1,388,807	\$ 1,616,250	90%				
200 Benefits	\$ 398,107	\$ 388,618	\$ 438,762	91%				
300 Prof & Technical Services	\$ 133,727	\$ 127,456	\$ 141,309	95%				
400 Purchased Property Services	\$ 422,317	\$ 454,497	\$ 460,955	92%				
500 Other Purchase Services	\$ 71,165	\$ 32,520	\$ 72,581	98%				
600 Supplies and Materials	\$ 272,918	\$ 204,955	\$ 279,423	98%				
700 Property, Equipment	\$ 85,342	\$ 52,804	\$ 85,458	100%				
800 Debt Service and Misc	\$ 24,731	\$ 25,500	\$ 26,050	95%				
Total Expenses	\$ 2,862,747	\$ 2,675,157	\$ 3,120,788	92%				
Net Income from Operations	\$ (9,858)	\$ 82,876	\$ 61,979					
Operating Margin	-0.3%	3.0%	1.9%					

Category	Actual	Goal
Forecasted Operating Margin	1.9%	5%
Debt Service Coverage	1.00	1.25
Days Cash on Hand	66	60-90
Building Payment %	18.0%	20%

Cash Reserve	Operating Margin	Student Count
50-9300,000	5%	0-600
\$300,000-\$500,000	4%	0-600
\$500,000-and above	3%	0-600

CASH		RESERVES		ENROLLMENT	
Ending Cash Balance	\$ 564,190	Actual Ytd	Forecast		
Days Cash on Hand	66	Last Year Reserve Balance	\$ 106,622	\$ 106,622	
		Reserves Added this Year	\$ (9,858)	\$ 61,979	
		Expenses from Reserves	\$ -	\$ -	
		New Reserve Balance	\$ 96,764	\$ 168,601	

Month	Revenue	Expenses
J	250,000	250,000
A	250,000	250,000
S	250,000	250,000
O	250,000	250,000
N	250,000	250,000
D	250,000	250,000
J	250,000	250,000
F	250,000	250,000
M	250,000	250,000
A	250,000	250,000
M	250,000	250,000
J	250,000	250,000

Michael made a motion to approve the signing of the greenhouse application. Kevin second. Discussion: this would be a purchase made in fiscal year 2020 after the contract is awarded. All funds spent, up to \$10,000, will be refunded as part of a grant from NRCS. All members in favor.

Michael made a motion to approve the minutes from the 5/09/19 meeting. Wes second. No discussion. All members in favor.

Board Training: UCAP training on Annual Review of School Performance. Miranda reviewed the information on the slides.

Discussion of agenda items and format for upcoming board retreat. We will need to discuss our annual board evaluation, Tracy's formal evaluation, review our goals from last year, make goals for the new year, bylaws, committees and assignments. This will be at Springhill Suites in Springdale, July 27 from 9am-5pm.

Discussion of Annual Assurances and Board required trainings. Tracy has been working on making sure all assurances are met. We will bring this to discuss in further detail at the retreat.

Kevin made a motion to approve the pursuit of Exhibit A update our charter. Michael second. Discussion: Miranda got answers to the questions we asked last meeting. There is no fee and no obligation to complete the process if we have issues with it. This is a different process than adding grades. All members in favor.

Wes made a motion to approve the Parental Involvement Policy. Kevin second. Discussion: Erin helped to re-write this and Tracy added language required by Title I. All members in favor.

No Reports from Committees

No closed session needed.

Alisha made a motion to approve the addition of Susan Peterson as a board member. Wes second. No discussion. All members in favor.

Next meeting proposed July 27, 2019

Wes made a motion to adjourn. Kevin second. All members in favor.