

Valley Academy Public Board Meeting Agenda  
October 8, 2015 at 6:00pm  
539 N 870 W, Hurricane, UT 84737

1. Work session of the Board (6:00- 7:00pm)
  - a. Closed session if needed.
  - b. Discussion of job satisfaction survey
  - c. Discussion of building rental agreement.
  - d. Discussion of policy regarding student photos and policy manual.
  - e. Discussion regarding Director's salary.

2. Welcome and open regular session (7:05pm)

3. Pledge of Allegiance and Mission Statement: (7:05-7:10)

4. Approval of minutes from 9/10/15 meeting

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. How well are the school's finances being managed? (7:10-7:25)

- a. Business Manager's monthly report.
- b. Discussion and possible action on any purchase orders over \$1,000.
- c. Discussion and possible action on building rental agreement.
- d. Discussion and possible action on Director's salary.

6. How well are students achieving the outcomes for which the school was chartered? (7:25-7:50)

- a. Mr. Dunkley's monthly report

7. How well is the Board performing its responsibilities? (7:50-8:20)

- a. Board Training/Charter Review
- b. Any reports from committees
  - i. Accountability Committee
  - ii. Finance Committee
- c. Discussion and possible action on policy regarding student photos and policy manual.

8. Public Comment (8:20-8:30)

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.

9. Next meeting *proposed* for November 12, 2015

Valley Academy Public Board Meeting Minutes  
October 8, 2015 at 6:00pm  
539 N 870 W, Hurricane, UT 84737

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

David made a motion to move to closed session for the purpose of discussing possible litigation. All members in favor. 1800.

David made a motion to move to work session. All members in favor. 1815

Job satisfaction survey- pie chart. Discussion: All staff took this survey. 76% were average or high satisfaction. There are staff that have brought concerns privately to board members. Need to have a closed session to discuss, to follow this meeting. There is a need to clear the air and follow the grievance policy.

Discussion of building rental agreement. Has been reviewed by legal and is ready for approval. Nick says the legislature has made all schools civic centers, so the policy is needed. The cost per hour should cover costs, not to raise money. A teacher is currently using the school after school for a "for-profit" business. Discussion of what the costs are, what comparisons are between schools. All companies using the school for non-school purposes should sign the agreement. Lane says: keep the fee low, but make sure costs are covered. Add a fee schedule that spells out profit and non-profit uses. Legal will bring this back to the next board meeting.

Discussion of student photo policy. Students/parents have to be given the opportunity to opt out at the beginning of each school year. Should be part of the enrollment package. Kevin says we already have an opt out form. Nick and Gary will review and get this information back for next meeting.

Review of Kevin's salary will be discussed in closed session following the regular meeting.

Miranda made a motion to adjourn work meeting. All members in favor. 1900

Open regular meeting at 1905.

Additional in attendance: Peggy Childs, Shauna Iverson, Tonya Crunk, Megan Gatlin, Natalie Metzger, Ben Klepper, Charlotte Potter, Tara Frieberg, Thayne Smith, Kelly Fausett, Lori Wrangle.

Ben led the Pledge.

Miranda read the mission statement.

Steven made a motion to approve the minutes from the previous meeting. All members in favor.

Business manager's monthly report: USOE audit findings have been corrected with last year's policy amendment.



Financial Summary  
as of August 31st, 2015

17% through the Year

BUDGET REPORT				
	YTD Actuals	Approved Budget	Forecast	% of Forecast
Enrollment	413	413	413	
<b>Revenue</b>				
1000 Local	\$ 5,966	\$ 56,000	\$ 56,000	11%
3000 State	\$ 419,099	\$ 2,386,041	\$ 2,426,629	17%
4000 Federal	\$ 6,687	\$ 322,445	\$ 323,945	2%
<b>Total Revenue</b>	<b>\$ 431,752</b>	<b>\$ 2,774,486</b>	<b>\$ 2,806,574</b>	<b>15%</b>
<b>Expenses</b>				
100 Salaries	\$ 231,177	\$ 1,222,316	\$ 1,222,316	19%
200 Benefits	\$ 50,886	\$ 275,470	\$ 275,470	18%
300 Prof & Technical Services	\$ 16,720	\$ 136,120	\$ 136,120	12%
400 Purchased Property Services	\$ 100,097	\$ 598,657	\$ 600,787	17%
500 Other Purchase Services	\$ 7,064	\$ 32,730	\$ 32,730	22%
600 Supplies and Materials	\$ 35,530	\$ 223,450	\$ 224,204	10%
700 Property, Equipment	\$ 36,747	\$ 50,000	\$ 67,750	14%
800 Debt Service and Misc	\$ 61,405	\$ 114,100	\$ 122,479	10%
<b>Total Expenses</b>	<b>\$ 539,626</b>	<b>\$ 2,652,843</b>	<b>\$ 2,682,856</b>	<b>20%</b>
<b>Net Income from Operations</b>	<b>\$ (107,874)</b>	<b>\$ 121,643</b>	<b>\$ 124,718</b>	
Operating Margin	-25.0%	4.4%	<b>4.4%</b>	

**RATIOS**

Forecasted Operating Margin	Actual	Goal
	4.4%	5%
Debt Service Coverage	0.98	1.25
Days Cash on Hand	50	60-90
Building Payment %	18.0%	20%

**Red Apple Target Budgeting Scale**

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

CASH		RESERVES		ENROLLMENT	
Ending Cash Balance	\$ 369,020	Last Year Reserve Balance	\$ 79,909	Actual Ytd	Forecast
Days Cash on Hand	50	Reserves Added this Year	\$ (107,874)	\$ 124,718	\$ 124,731
		Expenses from Reserves	\$ -	\$ -	\$ -
		<b>New Reserve Balance</b>	<b>\$ (27,865)</b>	<b>\$ 278,449</b>	

Ben made a motion to table the discussion on building rental agreement. All members in favor.

Miranda made a motion to table the discussion on Director's salary will be addressed in closed session following this meeting.

Mr. Dunkley's monthly report: Highlight of great things happening in the school. Many teachers were present and confirmed that they are liking the new programs.

# Valley Academy Director's Report

Kevin Dunkley \* director@valleyacademycharter.com \* 435-668-7481

October 2015

## Mission Statement

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

## 2015-16 Enrollment as of 10/5/15

October 1<sup>st</sup> count is: 356

As of October 5, 2015: 357

K: 50	5 <sup>th</sup> : 48
1 <sup>st</sup> : 45	6 <sup>th</sup> : 34
2 <sup>nd</sup> : 42	7 <sup>th</sup> : 38
3 <sup>rd</sup> : 47	8 <sup>th</sup> : 9
4 <sup>th</sup> : 47	

Valley Academy Charter School											2015	2016	2017
Enrollment	Status	Race	Gender	Advisors							Enroll		
Grade:	K	1	2	3	4	5	6	7	8	Total			
Active	50	45	42	47	47	45	34	38	9	357			
Withdrawn	2	2	2	1	1			3		11			
Effective 10/5/2015	52	47	44	48	48	45	34	41	9	368			

\* 11 students have withdrawn since school started:

5 moved, 2 homeschooled, 4 transferred back to Public Schools

## Total of Students in Each Elective

### 6-8<sup>th</sup> Grades

Art: 59

Spanish: 27

Musical Theater: 31

Orchestra: 11

Dance: 24

Advanced Dance: 12

Newsletter: 18

Piano: 31

Band: 11

Yearbook: 23

### 4-5<sup>th</sup> Grade

Orchestra: 15

Art: 50

Dance: 32

Intermediate Dance: 12

Spanish: 27

Musical Theater: 19

Band: 13

Piano: 16

Accountability Committee report: talked about what the committee's purpose was.

Finance Committee report: UCA application is being completed this month and needs a vote before the end of the month. Thayne will let us know when it is complete.

Miranda made a motion to table the item on student photos and policy manual until the next meeting. All members in favor.

Public comment: Lori Wrangle requesting additional funding for art. This will be placed on the agenda for next meeting. Thayne says that the amount she is asking for is reasonable. Teachers are very supportive of this.

Ben made a motion to adjourn. All members in favor. 1945

Steven made a motion to go into closed session to discuss a personnel issue. All members in favor. 1950

Ben made a motion to adjourn. All members in favor. 2032