

Valley Academy Public Board Meeting Agenda  
July 14, 2018 @ 9am  
1141 Canyon Springs Drive, Springdale, UT 84767

1. Welcome and open regular session 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 SocialEmotional 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 [alisha@valleyacademycharter.com](mailto: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.

4. Closed session, if needed.

5. Approval of minutes from the 6/7/18 meeting.

6. Discussion and possible approval of the Uniform Policy, Health and Wellness Policy, and any other school policies that are ready for discussion and approval.

7. Discussion and possible approval of the Parking Lot Sealing bid.

8. Discussion of Classroom Smart services and H-Wire Technology services. Possible action item.

9. Open meetings training- Shannon Greer

10. Discussion of Board Responsibilities, best practices, training, and agenda format.

11. Update on school operations from Tracy Stevens, along with a goal setting discussion for years 1, 3 and 5.

12. Discussion of Board Committees needed and assignments for Board Members.

13. Next meeting proposed for August 9, 2018.

14. Adjourn.

\* A break for lunch will be taken from noon until 1:00pm

Valley Academy Public Board Meeting Minutes  
July 14, 2018 - 9am until 5pm  
1141 Canyon Springs Drive, Springdale, UT 84767

\*\*\*\*PENDING APPROVAL\*\*\*\*

In attendance: Miranda Kloos, Weston White, Tracy Stevens, Elaina Westergaurd, Michael Palfreyman, Alisha Terry-Martin, Kevin Castro, Shannon Greer. Excused: Eva Pelton

Welcome and open regular meeting @ 0900.

Pledge of allegiance led by Michael.

Mission Statement read by Kevin.

No public comment.

No need for closed session.

**Kevin made a motion to approve the minutes from the June meeting, Elaina second. All in favor.**

Discussion of Uniform Policy. Tracy did a survey. 7<sup>th</sup> graders mentioned they were embarrassed to walk by the other schools wearing uniforms. They want to be their own person. Giving them independence is important for their age group. K-5 grades- we are all agreed on keeping the current uniform policy. 6-8 grades are up for discussion. What about the 5<sup>th</sup> graders that are in the same wing? Maybe a good idea because 5<sup>th</sup> grade can see that this is something to look forward to. 6<sup>th</sup> and 7<sup>th</sup> grade numbers- are 2 classrooms of each. 8<sup>th</sup> grade has 18 students currently. Middle school may be the age parents want their kids to wear uniforms. Tracy's survey of parents were overwhelmingly against uniforms for this age group. Rumor that the kids are trying to be a feeder into Tuacahn, and this might be a concern where our kids will get used to "no uniform", then go to Tuacahn where a uniform is required again. We need to streamline the policy as written. A little less wordy, so people will read it. Maybe we should have the students come up with what they want their uniform to be. Add spirit shirts can be worn any school day to the current policy. Adding different pants options for the older grades. Tracy took from 3 districts to create this policy. We can request from DI an order for clothing- Wes says this is a possibility. Uniform exchange/donation is a possibility. Kevin wonders why we are concerned about clothing at all? Miranda- prepare for working world, level playing field for rich and poor kids. What is the reality vs the perception? Allow kids the freedom to choose is a good and bad idea. The surrounding school districts DO have a dress code, just not as strict as ours. George Washington Academy dress code is much more strict than ours. Agreed we are deciding today on changes to the 6-8<sup>th</sup> grade dress code. It might be hard to find polo items with no logo. Kids may not come because they don't want a uniform. Kids will be involved in coming up with the uniform policy and present it to the board. Shannon says their school has all grades uniform and has allowed a little more freedom for the older grades, but this has been revisited several times as challenges have come up. Uniform exchange is usually something done by PAC, but this did not happen last year. Discussion of putting out a donation box and doing an exchange twice a year.

What is the fundraiser for: dollar dress day? It has generated \$8000 over the past 2 years. It was for a marquee. It had been mentioned at one time that a marquee was going to be donated, but that donation

became a payment that is now being made to the school. All in agreement that this type of fundraiser should be used for something that the school really needs. All in agreement to remove dollar dress days fundraiser from the policy as it was never board approved last year anyway. Any free dress days will be minimal and will be the decision of the Director.

Reviewed the Uniform policy and made changes. \*Miranda has the adjusted copy of the Uniform Policy and will be working with Tracy on a letter to the parents/students that will discuss the following:

- There is minimal change to the K-5 uniform policy (addition of spirit shirts ok any time and other small changes).
- 6-8<sup>th</sup> changes add jeans and solid black pants to the bottoms options (no holes in pants as already stated). Tops may be any sleeved shirt with no logo (except Valley logo), words, or pictures. Tops may not show mid-drift and may not be altered. The 6-8<sup>th</sup> grade students will be working on a uniform policy together that they will create and present to the board for approval. The intended implementation of this new policy is that it will be ready to be voted on by the November/December meeting and in force by January 1.

**Motion made to approve the uniform policy for grades K-5 within the parameters we have discussed. Second by Wes. All in favor.**

Student Uniform Dress Policy (K-5)

#### 1. PURPOSE AND PHILOSOPHY

Valley Academy has chosen to adopt a uniform dress code in order to create a positive atmosphere where students can feel safe and comfortable. Uniforms minimize visual socioeconomic differences between students and create an environment where clothing and fashion are not a distraction to the daily educational process.

#### 2. Policy

2.1 Students are required to wear the Valley Academy uniform daily while on school property during normal school hours, during after-school tutoring activities and on all field trips, unless otherwise specified. Dress code violations will be addressed with parents.

#### 3. Special Accommodations

3.1 Accommodations regarding the dress code may be made for students and families who have the following challenges.

3.1.1 Are financially unable to provide the uniform. They may meet with a school administrator to discuss the options available.

3.1.2 Medical reasons. A doctor's note to the school administrator explaining the necessary modifications to the Dress Code and the length of time the modification must be held will be necessary.

3.1.3 Items of clothing or jewelry that have previously been identified for religious reasons.

3.2 Valley Academy administration reserves the right to be the ultimate authority in deciding what constitutes appropriate school attire.

#### 4. Procedure of Policy

- 4.1 Uniforms will be plain, simple, and conservative. All clothing worn during school hours must be solid colors; no prints, patterns, or logos are allowed, except for the school logo clothing.
- 4.2 Embellishments on the clothing, such as large buttons, buckles, zippers, ruffles, lace, or emblems are not allowed.
- 4.3 Clothing should fit properly, not baggy, saggy, or skin-tight. Clothes should be clean and in good repair, not washed out or worn out. Holes and patches are not allowed.

#### 4.4 Tops

- 4.4.1 Acceptable tops are polo-style shirts in any solid color and polo-style dresses in either short or long sleeves. No logos are allowed on tops except for the school logo. Dress shirts that button and have a collar are acceptable.
- 4.4.2 Layering of shirts under the polo is allowed, in short or long sleeves. Long sleeve undershirts must match in color and must not have any logo showing.
- 4.4.3 Long-sleeved sweaters, cardigans, and jackets with a zipper are acceptable in any solid color with school-approved shirt underneath. No logos, except the school logo, are allowed on sweaters, cardigans, or jackets worn inside the building. Hoods are not allowed to be pulled over the head inside the buildings.
- 4.4.4 Coats, jackets, sweatshirts, gloves, and hats may be worn for outdoor activities. These items are not to be worn within the school during the day.

#### 4.5 Bottoms

- 4.5.1 All pants, shorts, skorts, skirts, and jumpers must be solid khaki (tan) or navy in color. These are the only two acceptable colors for uniform bottoms. Polo-style dresses may still be in any color.
  - 4.5.1.1 Shorts, skirts, skorts, jumpers, and dresses must be no shorter than 4 inches above the knee in length.
- 4.5.2 All bottoms must fit properly. The following are not allowed as a part of the normal daily uniform: athletic wear, jeans/denim, sweatpants, or stretch pants.
- 4.5.3 Children will be active throughout the day, therefore, if skirts, jumpers, and dresses do not have built-in shorts, a pair of shorts must be worn underneath. White and Navy leggings/jeggings and tights are allowed under skirts, skorts, and dresses, but cannot be worn alone as a uniform pant.

#### 4.6 Shoes and Socks

- 4.6.1 Shoes must have a closed toe and back. Shoes with a heel may be no higher than 1 inch. Acceptable colors for shoes are: blue, black, white, brown, or grey (or any configuration of those colors on the same shoe).
- 4.6.2 Flip-flops and sandals are not permitted.
- 4.6.3 Flashing lights, glitter, furlike, and wheels are not allowed on shoes worn during the school day or school sponsored events.
- 4.6.4 Socks will be one solid color and must be blue, black, white, brown, or grey.

#### 4.7 Physical Education, Dance, Movement and Performing Arts

- 4.7.1 During P.E. activities, t-shirts must be solid color with or without the Valley Academy logo.

4.7.2 Shorts must be solid color with or without the Valley Academy logo. No prints, patterns or other logos are allowed.

4.7.3 Athletic shoes must have non-marking soles and must be in good repair.

4.7.4 During performing art activities, uniforms will be according to the instructors' specifications.

4.7.5 Footwear appropriate to the activity will be specified by the instructors.

Discussion of Wellness Policy- parents are seeing a lot of candy. Are we following this policy? Safe Snacks policy is a requirement of the lunch program. Jill sent this out to all the staff in January. It wasn't supported by Admin last year. No candy rewards will be supported by Admin this year. Communication needs to be a little better for treats allowed in the school. Remind staff to talk to parents. PAC has decided not to support any unhealthy options in school activities this year.

Heidi Alder will be the contact for Lear and Lear. Shannon will send the contact info.

Parking lot sealing bid: Reviewed all three bids. Better quality and cheaper from Long Point. Will cover the front and back. Tracy recommends option 1. **Motion to approve parking lot bid as presented from Longpoint Development, option 1. Elaina second. All in favor.** Usually this needs to be done every 5 years.

# Longpoint Developement

## Daren K. Cottam

525 West State Street Suite #4 Hurricane, Utah 84737 (435)229-2303

longpointconsultingservices@gmail.com

PO Box 193 Toquerville, UT 84774

Fax. (435) 673-1129 repairmyasphalt.com

**TO: Valley Academy Attn: Tracy Stevens, Director**

**Phone: 216-4311 Date: 5/21/18**

### Proposal:

Clean out cracks and install hot rubberized crack fill material. Total:

\$1,945.00 Clean asphalt

surface and install two coats of Quality Supreme Asphalt Sealer. Total: Option 1: 61,885 s.f.  
6.15

\$9,282.75 Clean asphalt

surface and install one coat Polymer Modified Seal. Total: Option II 61,885 s.f. @.10

\$6,188.50 Replace parking

area traffic striping.

\$2,340.00

Total; Option 1: \$13,567.75

Option II: \$10,473.50

All materials are guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge. Longpoint Development is insured and bonded. All employees are fully covered by workers compensation insurance. Exclusions: Sub grade scarification and compaction, engineering, tests, permits, inspection fees, striping and parking bumpers, offsite work, traffic control, saw cutting, bond fees, draining in areas in less than 1.5%. Not responsible for any damage to underground utilities and cost for repairs to same, adjustments to utilities and manholes. This proposal may be withdrawn by Longpoint Development if not accepted within 30 calendar days. Payment is due upon completion of work performed under the scope of this proposal. Any payments made after completion will be assessed interest charges of 1.5% annually.

**Daren K, Cottani, Longpoint Development Services**

Discussion of Classroom Smart and H-Wire. Tracy- talked with Classroom Smart (spoke with owner). Classroom Smart thinks they have legal standing with the "contract" that Kevin signed. It was not board approved and it says "proposal" throughout. Our 30 days notice (Tracy gave them 30 days notice) is nearly up. They have been very difficult for us to contact/poor customer service in the past. There are

several reasons we wanted to find a different provider for this service. H-Wire agreement has been signed. There is not a significant cost difference between the two, but H-Wire's customer service will hopefully be better. Will involve legal as needed.

Shannon Greer- Open meetings training. Not much has changed from the previous version. Open meeting act. \*Have 2 individuals with poster status. \*Website access \*Publish annual schedule on website and inform state (email to state school board). State names of who is there and who is not (as far as board). Agenda items- call for a motion and a second- then the discussion occurs- amend the motion as needed/or redirect the motion. If there is a split vote, state how many are against and how many are for.

Required committees: State Trust Lands and Safety. (notes from all committees should be turned in to the secretary for board packet) State Lands Trust must be posted and follow Roberts Rules. All other committees don't need to be posted, but should create and share notes with the board.

Kevin made a motion to break for lunch at 1215. Elaina second. All in favor.

Open meeting continued at 1250. Additional in attendance: Tara Freiberg

Open meetings training was completed. Discussion of making sure we have a digital and hard copy of school required documents like contracts, etc.

Discussion of Board best practices and the trainings we would like to have this year. Budgets, SPED, Review of our Charter document, Safety, Finance, Academic excellence/Trends/Student Data, Legislative update, SEI, Governance. The board should have training 3 times per year at a minimum. Discussion of finding the State Charter Board training again.

Discussion of what we would like our agenda to look like in future meetings. We would like to see the agenda end with a recap of any action items needed, then begin at the next meeting with follow up on any of those action items. Encourage action in the committees by requesting information at each meeting.

Update from Tracy: he has completed hiring for all open positions, custodian is now in place and is working on things that have needed attention. Student enrollment is currently at 399, which has surpassed the original goal. New goal of 415. Challenge is now finding the space for all the students. New signs have been placed advertising K-8 at the Pawn Shop and Dixie Springs. Door hangers have also been hung at Dixie Springs. He has been making personal phone calls and exit interviews. \*Tracy needs approval to purchase the Go Math curriculum and Spaulding curriculum in order to get it here in time for school start. Special meeting will be posted for Monday at 7pm for this purpose. Purchasing now for 3 years will save us a lot of money in Go Math. Tara says that having curriculum purchased and training available will be very appreciated by teachers since this has not happened in past years. Tracy says there is a curriculum trainer on staff.\* Working on getting all the buses up to code. Request to put some cement in the dirt area where it keeps flooding in the building (corner door across from staff room). Will be using Safe School to train and track necessary trainings for staff. Working on a staff handbook and an employee dress code. Will be starting small with ceramics, moving the pottery wheels in and out of the storage room until we have another room to use. He will contact Eva for assistance on this. Will have a gardening class, Lego Robotics/Website Design, and Spanish is getting added back. Title I/Staff Developer position is Nancy Roundy. Library will continue to be staffed. SPED will start the year with 2 FT positions and 3 paras.

Discussion of board members dressing professionally for board meetings. Alisha will follow up on getting a price on school logo polo for board members.

Goals for the 2018-2019 School Year:

- Increase parent involvement (committees)
- Create a plan for after school programs
- Enrollment goal of 415, Retention goal of 400.
- Academics- LA, Math, Science- create a baseline and track growth (unknown what the State will be tracking this year)
- Technology- Create a mobile computer lab for K-2, Create a technology plan that includes rotation of old items, technology committee, and work on grants.
- Arts- Get arts into the community- 4 events per year per art teacher, arts committee more active.
- SEI- Faculty Board Training and adoption in the first half of the year, parent training in the second half of the year.

What would we like to see happen 3 years from now?

- Building development (more classroom space, performing arts space, community outreach)
- Break ground for building expansion
- Start plan for high school
- Expand current programs and support pillars
- FFA Charter/Green School
- Amend charter to 675 (3 classes of each grade)

What would we like to see happen 5 years from now?

- Implement the HS plan
- Natural amphitheater complete/Bio dome

Committees and Board Assignments:

- Academics/Curriculum- (Director, Staff Developer, Board Chair, 1 teacher from each grade level) Meet monthly on Friday so it is contract time. Purpose is to provide training, evaluate curriculum, data, consistency in curriculum, vertical and horizontal.
- Finance- (Board Chair, Board Treasurer, Director, Business Manager) Meet monthly.
- Executive- (Board Chair, Board Vice Chair, Director) Meet monthly or as needed. In charge of satisfaction surveys and action plan creation based on surveys, concerns.
- Arts- (Eva, All arts teachers, parents) Meet monthly. Purpose is to guide arts programs, collaboration, and development of arts programs.
- Policy- (Michael, Kevin, Laurie) Meet monthly prior to regular board meetings, 5pm.
- State Trust Lands (Director, Kelly, 2 elected teachers, 4 elected parents) Meets monthly and will be posted.
- Marketing committee is not needed- can create task force if needed in the future.
- Technology- (Director, Elaina, Tyler, Dale, parents, teachers) Meet monthly. Purpose: website, social media, hardware/infrastructure, evaluating needs, technology plan
- Safety- (Director, Alisha, Kevin, Mike Hudson?, HPD officer, Leon, Kelly, Jennifer) Meet monthly. Purpose: transportation, safety plan, fire alarms, school building safety.
- Building development (Director, Wes, Lane) Meet as needed.
- Wellness (Jill, Miranda, Eva) Meet quarterly- Jill has schedule. Purpose is to create and implement the Wellness Policy, supporting the standards set by the State for lunch program funding.



- Teacher Liason group (3 teachers, one from K-2, one from 3-5, and one from 6-8) Purpose is to be a peer liason group to be the pulse for what is happening and will be decided by Tracy as it develops. This group will meet with Tracy prior to any meeting with the Board.
- SEI- (Tara, Laurie, Alisha, Eva?, parents, teachers) Meet monthly. Purpose is to develop SEI training, culture in the school.
- PAC- (Elaina, Director, parents, teachers) Meetings monthly?

We would like to have sign ups for all these committees at Meet the Teacher night on August 14<sup>th</sup> with committee heads and detailed information on what we need from volunteers.

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

5:15pm