

Valley Academy Public Board Meeting Agenda
Jan 21st, 2021 @ 6 pm
539 N 870 W, Hurricane, UT 84737

The meeting will also be available through Zoom. Anyone interested in participating via Zoom conferencing can email Miranda Kloos at miranda@valleyacademycharter.com for call-in information.

1. Welcome

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 miranda@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. Monthly Training Topic: Required finance/audit training.

[Module 1 – LEA Board Member Training](#)

[Module 2 – LEA Audit Committee Member Training](#)

5. Review and discussion of Annual Board Calendar

6. Review and Report: Action Items from last month's meetings.

7. Business Manager's Monthly Report

8. Director's Monthly Report

9. Reports from Board Committees:

- a. Finance/Audit
- b. Policy
- c. Charter Accountability
- d. Technology
- e. Executive
- f. Safety/SLT

10. Approval of minutes from the Dec 10th meeting.

11. Discussion and possible approval of Exhibit A to be submitted.

12. 1st Discussion of 2021-2022 Fee Schedule with Spend Plan and delineation of fees.

13. Discussion and possible approval of the purchase of 5 new busses.

14. Discussion and possible approval of the sale of up to 5 busses.

15. Discussion and possible approval of a Parking Lot Sealer.

16. Discussion and possible approval of the Amended By-Laws.

17. Discussion and possible approval of the following policies:

- a. Conflict of Interest
- b. Employee Grievance Policy w/ Grievance Form

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

19. Any action necessary from closed session
20. Recap and assignment of any action items needed from this meeting
21. Next proposed meeting is Feb 11th, 2021
22. Adjourn

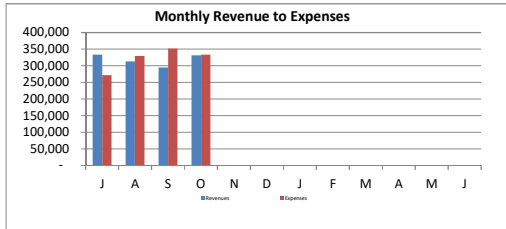
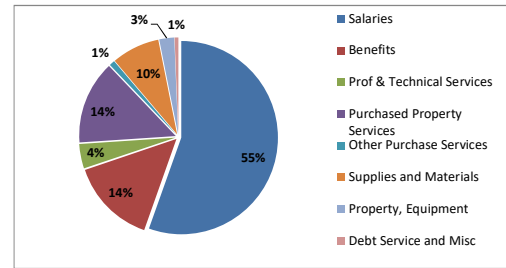


Financial Summary

as of December 31st, 2020

50% through the Year **BUDGET REPORT** **EXPENSES** **RATIOS**

	YTD Actuals	Approved Budget	Forecast	% of Forecast
Enrollment	502	450	502	
Revenue				
1000 Local	\$ 30,890	\$ 72,500	\$ 58,494	53%
3000 State	\$ 1,994,143	\$ 3,362,730	\$ 3,933,213	51%
4000 Federal	\$ 109,323	\$ 407,015	\$ 424,956	26%
Total Revenue	\$ 2,134,356	\$ 3,842,245	\$ 4,416,663	48%
Expenses				
100 Salaries	\$ 1,080,132	\$ 2,168,146	\$ 2,195,002	49%
200 Benefits	\$ 281,595	\$ 569,786	\$ 569,786	49%
300 Prof & Technical Services	\$ 83,288	\$ 162,080	\$ 162,080	51%
400 Purchased Property Services	\$ 275,813	\$ 525,809	\$ 553,287	50%
500 Other Purchase Services	\$ 17,382	\$ 35,695	\$ 35,695	49%
600 Supplies and Materials	\$ 192,185	\$ 242,500	\$ 319,485	60%
700 Property, Equipment	\$ 95,306	\$ 11,000	\$ 99,596	96%
800 Debt Service and Misc	\$ 12,634	\$ 25,000	\$ 25,000	51%
Total Expenses	\$ 2,038,334	\$ 3,740,016	\$ 3,959,931	51%
Net Income from Operations	\$ 96,023	\$ 102,229	\$ 456,732	
Operating Margin	4.5%	2.7%	10.3%	



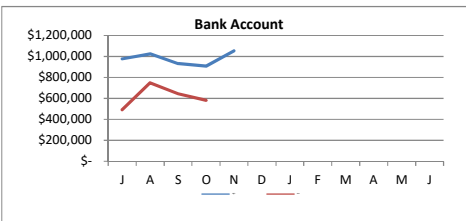
	Actual	Goal
Forecasted Operating Margin	10.3%	3%
Debt Service Coverage	2.15	1.25
Days Cash on Hand	100	60-90
Building Payment %	18.0%	20%

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**

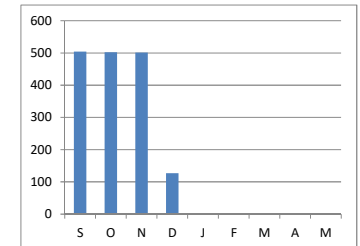
Building Set Aside	\$ 108,302	Since Jan. 2018
Ending Cash Balance	\$ 976,457	
Days Cash on Hand	100	



	Actual Ytd	Forecast
Last Year Reserve Balance	\$ 106,622	\$ 106,622
Reserves Added this Year	\$ 96,023	\$ 456,732
Expenses from Reserves	\$ -	\$ -
New Reserve Balance	\$ 202,645	\$ 563,354

	S	O	N	D	J	F	M	A	M
K	89	88	83	84					
1	58	59	57						
2	64	63	64						
3	48	47	48						
4	57	55	55						
5	65	68	71						
6	56	54	54						
7	43	43	43	43					
8	25	25	26						
Total	505	502	501	127	0	0	0	0	0

October 1st Count



Budget Detail Report

Actuals as of: **December 31st, 2020** Percentage of Year **50%**



	(448 Students) Previous Yr's Actuals FY20	(502 Students) Current Yr's Actuals FY21	(450 Students) Approved Budget FY21	Amount Changed	(502 Students) FY21 Forecast	Actuals as a % of Forecast
Revenue						
1000 Local						
1510 Interest on Investments	\$ -	\$ 857	\$ 10,000	\$ (8,250)	\$ 1,750	49.0%
1600 Food Service	\$ 38,000	\$ 18,156	\$ 35,000	\$ -	\$ 35,000	51.9%
1700 Student Activities	\$ 300	\$ 378	\$ 7,000	\$ -	\$ 7,000	5.4%
1700 Middle School Fees	\$ -	\$ 225	\$ -	\$ 225	\$ 225	100.0%
1700 Washington DC	\$ 29,383	\$ (5,576)	\$ -	\$ (5,576)	\$ (5,576)	100.0%
1700 Ski Trip	\$ 5,110	\$ -	\$ -	\$ -	\$ -	0.0%
1715 Student Government	\$ 3,119	\$ 685	\$ -	\$ 685	\$ 685	100.0%
1910 Rental of Facility	\$ 6,300	\$ 3,000	\$ 7,400	\$ -	\$ 7,400	40.5%
1920 Private Donations	\$ 4,964	\$ 625	\$ 5,000	\$ (3,000)	\$ 2,000	31.3%
1920 Dixie Direct	\$ 4,400	\$ 4,915	\$ 4,500	\$ 415	\$ 4,915	100.0%
1920 Friday Dress/Spirit Shirts	\$ 2,210	\$ 3,775	\$ 2,600	\$ 1,175	\$ 3,775	100.0%
1922 PTO/PAC	\$ 1,537	\$ -	\$ -	\$ -	\$ -	0.0%
1950 Yearbooks	\$ -	\$ 1,320	\$ -	\$ -	\$ 1,320	100.0%
1990 Miscellaneous	\$ 8,222	\$ 2,530	\$ 1,000	\$ (1,000)	\$ -	0.0%
Total 1000:	\$ 103,545	\$ 30,890	\$ 72,500	\$ (15,326)	\$ 58,494	52.8%
3000 State						
3010 Regular School Prgm K-12	\$ 1,374,906	\$ 753,452	\$ 1,366,844	\$ 140,060	\$ 1,506,903	50.0%
3020 Professional Staff	\$ 78,795	\$ 39,274	\$ 79,147	\$ -	\$ 79,147	49.6%
3105 Special Education -- Add-On	\$ 211,486	\$ 136,183	\$ 211,486	\$ 61,219	\$ 272,705	49.9%
3110 Special Education -- Self-Contained	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
3120 Special Education-- Extended Year	\$ 3,138	\$ 1,130	\$ 2,703	\$ (444)	\$ 2,259	50.0%
3125 Special Education- State Program	\$ 4,626	\$ 2,779	\$ 4,043	\$ 1,514	\$ 5,557	50.0%
3128 Special Education - Extended Year	\$ 1,294	\$ -	\$ 4,443	\$ (4,443)	\$ -	0.0%
3211 EHS - Gifted and Talented	\$ 1,746	\$ -	\$ 1,754	\$ (1,754)	\$ -	0.0%
3230 Class Size Reduction - K-8	\$ 144,778	\$ 80,200	\$ 145,424	\$ -	\$ 145,424	55.1%
3336 Enhancement for At-Risk Students	\$ 33,154	\$ 19,830	\$ 33,181	\$ 6,480	\$ 39,661	50.0%
3410 Flexible Allocation	\$ 4,579	\$ -	\$ -	\$ -	\$ -	0.0%
3520 School Land Trust Program	\$ 49,122	\$ 56,619	\$ 55,944	\$ 675	\$ 56,619	100.0%
3641 Early Intervention OEK Grant	\$ -	\$ 45,000	\$ -	\$ 90,000	\$ 90,000	50.0%
3642 Elementary School Counselor Grant	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	100.0%
3649 Student Health & Counseling Support	\$ 31,213	\$ 14,443	\$ 31,213	\$ 10,064	\$ 41,277	35.0%
3719 Charter School Local Replacement	\$ 1,078,125	\$ 643,062	\$ 1,156,500	\$ 129,624	\$ 1,286,124	50.0%
3725 Charter School Base Fund	\$ 44,084	\$ 13,750	\$ -	\$ 25,000	\$ 25,000	55.0%
3770 School Lunch (Liquor Tax)	\$ 36,231	\$ 12,893	\$ 35,000	\$ -	\$ 35,000	36.8%
3805 Early Literacy Prgm K-3	\$ 19,144	\$ 11,400	\$ 17,246	\$ 3,792	\$ 21,038	54.2%
3807 TSSP	\$ 2,505	\$ 640	\$ -	\$ 640	\$ 640	100.0%
3810 Library Books & Electronic Res	\$ 604	\$ 286	\$ 546	\$ 27	\$ 573	50.0%
3868 Classroom Supplies & Materials	\$ 3,452	\$ 4,059	\$ 3,467	\$ 592	\$ 4,059	100.0%
3876 Educator Salary Adjustment	\$ 113,156	\$ 67,094	\$ 113,156	\$ 21,031	\$ 134,187	50.0%
3677 Computer Science Grant	\$ 7,700	\$ 7,300	\$ -	\$ 7,300	\$ 7,300	100.0%
3800 Coronavirus Relief Grant	\$ -	\$ -	\$ -	\$ 14,939	\$ 14,939	0.0%
3800 PPE Grant	\$ -	\$ -	\$ -	\$ 6,544	\$ 6,544	0.0%
3800 GEERS Funding	\$ -	\$ -	\$ -	\$ 40,498	\$ 40,498	0.0%
3800 Suicide Prevention	\$ -	\$ 2,246	\$ -	\$ 2,746	\$ 2,746	81.8%
3678 Teacher & Student Success Act Program	\$ 50,633	\$ 32,506	\$ 50,633	\$ 14,379	\$ 65,012	50.0%
Total 3000:	\$ 3,344,471	\$ 1,994,143	\$ 3,362,730	\$ 570,483	\$ 3,933,213	50.7%
4000 Federal						
CARES Act Funding	\$ -	\$ -	\$ 57,949	\$ -	\$ 57,949	0.0%
4800 CARES WiFi Upgrade Grant	\$ -	\$ 14,553	\$ -	\$ 14,553	\$ 14,553	100.0%
4522 IDEA Pre-School	\$ 1,576	\$ -	\$ 1,576	\$ -	\$ 1,576	0.0%
4524 IDEA Part-B	\$ 67,301	\$ -	\$ 67,301	\$ -	\$ 67,301	0.0%
4526 MTSS Grant	\$ 6,000	\$ -	\$ -	\$ -	\$ -	0.0%
4571 National School Lunch Prgm	\$ 20,000	\$ 7,736	\$ 20,000	\$ -	\$ 20,000	38.7%
4572 Free & Reduced Reimbursement	\$ 101,571	\$ 37,495	\$ 101,571	\$ -	\$ 101,571	36.9%
4574 Breakfast	\$ 40,805	\$ 10,273	\$ 40,805	\$ -	\$ 40,805	25.2%
4801 Title IA (Previous Year funds)	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
4801 Title IA	\$ 75,000	\$ -	\$ 75,000	\$ (2,213)	\$ 72,787	0.0%
4860 Title IIA	\$ 9,148	\$ -	\$ 9,148	\$ -	\$ 9,148	0.0%
4500 E-Rate Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
REAP Grant	\$ 33,665	\$ 39,266	\$ 33,665	\$ 5,601	\$ 39,266	100.0%
Total 4000:	\$ 355,066	\$ 109,323	\$ 407,015	\$ 17,941	\$ 424,956	25.7%
Total Revenue:	\$ 3,803,082	\$ 2,134,356	\$ 3,842,245	\$ 573,098	\$ 4,416,663	48.3%



	(448 Students)	(502 Students)	(450 Students)		(502 Students)	
	Previous Yr's Actuals FY20	Current Yr's Actuals FY21	Approved Budget FY21	Amount Changed	FY21 Forecast	Actuals as a % of Forecast
Expenses						
100 Salaries						
121 Principal	\$ 146,200	\$ 93,500	\$ 180,000	\$ -	\$ 180,000	51.9%
131 Teachers	\$ 1,000,265	\$ 571,108	\$ 1,126,578	\$ (24,331)	\$ 1,102,247	51.8%
132 PTO Cash Out	\$ 22,000	\$ -	\$ 20,000	\$ -	\$ 20,000	0.0%
132 Substitute Teachers	\$ 19,646	\$ 11,636	\$ 21,000	\$ -	\$ 21,000	55.4%
133 Special Education Salary	\$ 125,741	\$ 58,941	\$ 120,226	\$ (1,294)	\$ 118,932	49.6%
134 Stipends	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	0.0%
142 Counselor/School Developer	\$ 55,284	\$ 53,896	\$ 111,084	\$ -	\$ 107,793	50.0%
149 School Nurse	\$ 3,000	\$ 1,384	\$ 3,000	\$ -	\$ 3,000	46.1%
152 Secretarial & Clerical	\$ 66,563	\$ 42,757	\$ 101,876	\$ -	\$ 101,876	42.0%
161 Teacher Aides	\$ 52,000	\$ 32,684	\$ 59,616	\$ -	\$ 59,616	54.8%
162 SpEd Aides	\$ 63,000	\$ 52,231	\$ 107,199	\$ 38,118	\$ 145,317	35.9%
163 Title I Aides	\$ 65,000	\$ 35,615	\$ 67,840	\$ 10,256	\$ 78,096	45.6%
182 Custodian	\$ 65,000	\$ 39,712	\$ 78,700	\$ -	\$ 78,700	50.5%
183 Bus Drivers	\$ 87,199	\$ 33,265	\$ 73,481	\$ 6,650	\$ 80,131	41.5%
189 Christmas Bonuses	\$ 10,998	\$ 13,749	\$ 13,000	\$ 749	\$ 13,749	100.0%
192 Lunch Room	\$ 74,000	\$ 39,653	\$ 79,546	\$ (1)	\$ 79,546	49.9%
Total 100:	\$ 1,860,896	\$ 1,080,132	\$ 2,168,146	\$ 30,147	\$ 2,195,002	49.2%
200 Benefits						
210 Retirement	\$ 74,453	\$ 40,898	\$ 87,423	\$ -	\$ 87,423	46.8%
220 Social Security	\$ 142,359	\$ 77,275	\$ 165,863	\$ -	\$ 165,863	46.6%
240 Group Insurance	\$ 309,000	\$ 160,999	\$ 300,000	\$ -	\$ 300,000	53.7%
270 Worker's Compensation Fund	\$ 10,390	\$ -	\$ 8,500	\$ -	\$ 8,500	0.0%
280 Unemployment Insurance	\$ 13,210	\$ 2,423	\$ 8,000	\$ -	\$ 8,000	30.3%
Total 200:	\$ 549,411	\$ 281,595	\$ 569,786	\$ -	\$ 569,786	49.4%
300 Prof & Technical Services						
323 SpEd Services (OT / Psych / Interpreter)	\$ 40,000	\$ 17,996	\$ 40,000	\$ -	\$ 40,000	45.0%
330 Employee Training & Development	\$ 14,000	\$ 2,580	\$ 10,000	\$ -	\$ 10,000	25.8%
340 Legal	\$ 8,500	\$ 1,444	\$ 5,000	\$ -	\$ 5,000	28.9%
350 Business Manager Services	\$ 70,800	\$ 41,300	\$ 70,800	\$ -	\$ 70,800	58.3%
352 Audit	\$ 10,250	\$ 5,000	\$ 10,500	\$ -	\$ 10,500	47.6%
355 Technology Services (IT)	\$ 27,500	\$ 14,968	\$ 25,780	\$ -	\$ 25,780	58.1%
Total 300:	\$ 171,050	\$ 83,288	\$ 162,080	\$ -	\$ 162,080	51.4%
400 Purchased Property Services						
411 Water / Sewage	\$ 3,539	\$ 2,130	\$ 2,800	\$ 2,400	\$ 5,200	41.0%
412 Disposal Service	\$ 4,000	\$ 2,426	\$ 4,000	\$ 3,000	\$ 7,000	34.7%
415 Fire Monitoring	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ 1,500	0.0%
430 Repairs & Maintenance	\$ 18,500	\$ 16,087	\$ 13,000	\$ 7,000	\$ 20,000	80.4%
430 Repairs & Maintenance (Bus)	\$ -	\$ 10,789	\$ -	\$ 12,000	\$ 12,000	89.9%
435 Lawn Care Services	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
441 Building Lease	\$ 397,109	\$ 198,554	\$ 397,109	\$ -	\$ 397,109	50.0%
441 Portable Lease	\$ 45,863	\$ 39,452	\$ 96,000	\$ -	\$ 96,000	41.1%
443 Copy Machine Lease & Servicing	\$ 13,000	\$ 6,375	\$ 11,400	\$ 3,078	\$ 14,478	44.0%
Total 400:	\$ 483,511	\$ 275,813	\$ 525,809	\$ 27,478	\$ 553,287	49.8%



	(448 Students)	(502 Students)	(450 Students)		(502 Students)	
	Previous Yr's Actuals FY20	Current Yr's Actuals FY21	Approved Budget FY21	Amount Changed	FY21 Forecast	Actuals as a % of Forecast
500 Other Purchase Services						
521 Property Insurance	\$ 7,182	\$ 4,118	\$ 9,000	\$ (1,472)	\$ 7,528	54.7%
522 Liability Insurance	\$ 5,095	\$ 6,567	\$ 5,095	\$ 1,472	\$ 6,567	100.0%
530 Telephone	\$ 3,800	\$ 2,061	\$ 3,800	\$ -	\$ 3,800	54.2%
540 Marketing	\$ 6,000	\$ 1,519	\$ 3,500	\$ -	\$ 3,500	43.4%
542 Board Expenses	\$ 158	\$ -	\$ 300	\$ -	\$ 300	0.0%
580 Travel	\$ 19,500	\$ 1,511	\$ 9,000	\$ -	\$ 9,000	16.8%
595 Washington DC	\$ 20,778	\$ -	\$ -	\$ -	\$ -	0.0%
595 Student Activities	\$ 10,500	\$ 1,605	\$ 5,000	\$ -	\$ 5,000	32.1%
Total 500:	\$ 73,013	\$ 17,382	\$ 35,695	\$ -	\$ 35,695	48.7%
600 Supplies and Materials						
611 Classroom	\$ 25,500	\$ 19,947	\$ 18,000	\$ 7,000	\$ 25,000	79.8%
611 Intro to Agriculture Supplies	\$ 6,000	\$ -	\$ 2,500	\$ -	\$ 2,500	0.0%
612 Office	\$ 9,000	\$ 5,129	\$ 10,000	\$ -	\$ 10,000	51.3%
612 PTO/PAC	\$ 1,218	\$ 122	\$ -	\$ 122	\$ 122	100.0%
613 SpED Supplies	\$ 2,000	\$ 4,861	\$ 2,000	\$ 2,861	\$ 4,861	100.0%
615 First Aid Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
617 Student Appreciation / Parties	\$ 2,000	\$ 1,928	\$ 1,000	\$ 2,500	\$ 3,500	55.1%
618 Student Gov't	\$ 3,533	\$ -	\$ -	\$ -	\$ -	0.0%
619 Professional Dev / Appreciation	\$ 9,000	\$ 6,291	\$ 5,000	\$ 6,000	\$ 11,000	57.2%
619 Counselor Supplies	\$ 1,000	\$ 3,239	\$ -	\$ 5,000	\$ 5,000	64.8%
621 Natural Gas	\$ 4,000	\$ 304	\$ 3,000	\$ -	\$ 3,000	10.1%
622 Electricity	\$ 26,000	\$ 17,050	\$ 26,000	\$ 4,000	\$ 30,000	56.8%
626 Motor Fuel (Buses)	\$ 25,000	\$ 10,299	\$ 20,000	\$ -	\$ 20,000	51.5%
631 Food Program Supplies	\$ 141,749	\$ 65,204	\$ 120,000	\$ -	\$ 120,000	54.3%
641 Textbooks & Curriculum	\$ 30,000	\$ 29,195	\$ 15,000	\$ 35,000	\$ 50,000	58.4%
644 Library Books	\$ 2,600	\$ 1,458	\$ 1,000	\$ 458	\$ 1,458	100.0%
670 Software (Educational)	\$ 5,400	\$ 8,129	\$ 4,000	\$ 7,500	\$ 11,500	70.7%
680 Maintenance & Cleaning Supplies	\$ 18,500	\$ 19,029	\$ 15,000	\$ 6,544	\$ 21,544	88.3%
Total 600:	\$ 312,500	\$ 192,185	\$ 242,500	\$ 76,985	\$ 319,485	60.2%
700 Property, Equipment						
710 Land & Site Improvements	\$ 66,500	\$ 19,883	\$ -	\$ 19,883	\$ 19,883	100.0%
732 Buses	\$ 19,000	\$ 6,473	\$ -	\$ 6,473	\$ 6,473	100.0%
733 Furniture & Fixtures	\$ 12,500	\$ 1,019	\$ 1,000	\$ 100	\$ 1,100	92.6%
734 Technology Hardware	\$ 65,000	\$ 31,320	\$ 10,000	\$ 25,000	\$ 35,000	89.5%
739 Kitchen Equipment	\$ 3,500	\$ 1,471	\$ -	\$ 2,000	\$ 2,000	73.6%
790 Cap Ex Fund	\$ -	\$ 35,140	\$ -	\$ 35,140	\$ 35,140	100.0%
Total 700:	\$ 166,500	\$ 95,306	\$ 11,000	\$ 88,596	\$ 99,596	95.7%
800 Debt Service and Misc						
810 Dues & Fees	\$ 10,000	\$ 7,442	\$ 10,000	\$ -	\$ 10,000	74.4%
812 Banking Fees	\$ 3,000	\$ 1,368	\$ 3,000	\$ -	\$ 3,000	45.6%
831 Wells Fargo Loan Re-payment	\$ 9,100	\$ 3,824	\$ 12,000	\$ -	\$ 12,000	31.9%
890 Miscellaneous	\$ 1,331	\$ -	\$ -	\$ -	\$ -	0.0%
890 Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total 800:	\$ 23,431	\$ 12,634	\$ 25,000	\$ -	\$ 25,000	50.5%
Total Expenses:	\$ 3,640,312	\$ 2,038,334	\$ 3,740,016	\$ 223,207	\$ 3,959,931	51.5%
Net Income:	\$ 162,770	\$ 96,023	\$ 102,229	\$ 456,732	\$ 456,732	21.0%

Current Operating Margin	\$ 456,732	10.34%
Operating Goal 3+%	\$ 132,500	3.00%
Operating Goal 5+%	\$ 220,833	5.00%
Operating Goal 6+%	\$ 265,000	6.00%

Exhibit “A”

No portions of Exhibit “A” may be changed unless amended pursuant to Charter Agreement Section 5.3

1. Name: The name of the Charter School shall be Valley Academy.
2. Applicant: A Charter Agreement is granted to Valley Academy, Inc., which applied on March 19, 2010.
3. Location: The Charter School shall be established in Hurricane, Utah, located within the Washington County School District, which is material to its authorization.
4. Mission statement: The Charter School mission statement, as set forth in the application is: “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. Purpose(s): The Charter School purposes consistent with U.C.A. §53G-5-104 include:
 - a. Continue to improve student learning through four main pillars: exposure to the arts as an integral part of each school day, significantly improved integration of technology school-wide, empowerment of the teaching staff through exceptional training and professional development, as well as life skills and character education that will involve parents and the community as partners in the school.
 - b. Increase choice of learning opportunities in the Hurricane valley for students through providing a superior charter school option.
 - c. Provide opportunities for greater parental involvement by encouraging parents to be involved in the school through the parent organizations, on the Board of Directors or Board specific committees, and other school level volunteer opportunities.
6. Key elements: The key elements of the Charter School, as set forth in the application, are programs and processes that make this school unique. They will be included in the State Charter School Board annual review as assurances and included in the School Accountability Framework Comprehensive reviews.

Valley Academy:

- a. Implements four pillars: Academics, Technology, Social Emotional Learning, and Fine and Performing Arts
- b. Offers direct, hands-on instruction, with a variety of modalities to reach every learning type
- c. Continually assesses students formally and informally, and diagnostic adjustments are made to that information
- d. Students receive exposure to technology as an integral part of each school day

- e. Students receive exposure to the arts as an integral part of each school day
 - f. Students receive training in Social and Emotional Learning (SEL), scoped and sequenced and age appropriate
 - g. Classroom sizes are determined by the Administrative Team. The approximate classroom size is 25 students and does not exceed 28 students in K-5 and 30 students in 6-8. Any exceptions require the approval of the Board of Directors on a case-by-case basis.
 - h. Maintains a large enough student population to offer all programmatic elements listed in the approved charter application
 - i. Does not offer distance or online education, as it is defined by the Utah State Board of Education
7. Opening School Year: 2012-2013
8. Student Population: The grade levels served, and the maximum authorized enrollment is:
- a. Grades Served: Kindergarten up to grade 8
 - b. Maximum Authorized Enrollment: 500
9. Enrollment preferences permitted by board policy and UCA §53G-6-502:
- a. a child or grandchild of a founding board member;
 - b. a child or grandchild of a member of the charter school governing board;
 - c. a sibling of an individual who is presently enrolled in the charter school;
 - d. a child of an employee of the charter school.
10. Structure of governing board:
- a. Number of board members: 5 to 7
 - b. Appointment of board members: Application to the Board and voted on by the Board, seeking members with specific area of expertise, with parental input allowed.
 - c. Board members' terms of office: Three years
 - d. Meetings: Regularly, no less than 10 times per year.
11. Administrative rules waived: None.

12. Additional school specific standards used to assess School Achievement in the Charter School Accountability Framework:

Measure	Metric	Targets			
		Exceeds	Meets	Does Not Meet	Falls Far Below
Relative Academic Performance	Valley Academy Charter School will be at or above the average (mean) of the 20 closest comparable schools on state accountability.	Valley Academy Charter School will be above the average (mean) of the 20 closest comparable schools on state accountability.	Valley Academy Charter School will be at the average (mean) of the 20 closest comparable schools on state accountability.	Valley Academy Charter School will be below the average (mean) of the 20 closest comparable schools on state accountability.	Valley Academy Charter School will be more than 10% below the average (mean) of the 20 closest comparable schools on state accountability.

13. State Accountability: As defined by statute and implemented by the Utah State Board of Education by rule or Federal plan.

14. Student Engagement, Financial, and Governance Measures: Defined by the SCSB, as required by rule and statute. School will be held to the approved Charter School Accountability Framework (subject to update and revision).

Amended and Restated By-Laws of Valley Academy Charter

I. MEMBERSHIP

The corporation has no members. The rights which would otherwise vest in the members vest in the Board of Directors of the corporation (hereinafter "Board") of Valley Academy, Inc. (hereinafter "Valley" or "School"). Actions which would otherwise require approval by a majority of all members or approval by the members require only approval of a majority of all Board Members or approval by the Board (hereinafter "Board").

II. BOARD OF DIRECTORS

A. **Powers.** The Board shall conduct or direct the affairs of the corporation and exercise its powers, subject to the limitations of the Utah Nonprofit Corporation Act, the Articles of Incorporation, the charter granted to Valley by the State of Utah, and these Bylaws. The Board may delegate the management of the activities of the corporation to others, so long as the affairs of the corporation are managed, and its powers are exercised, under the Board's ultimate jurisdiction.

Without limiting the generality of the powers here granted to the Board, but subject to the same limitations, the Board shall have all the powers enumerated in these Bylaws, and the following specific powers:

1. To elect and remove Board Members
2. To oversee the hiring, management and prescribed duties of the Director and independent agents of the school. Work with the school's Director to maintain oversight of the staffing and compensation of school employees, as well as related human resources matters as appropriate.
3. To oversee the affairs and activities of the corporation. The Board has the responsibility and authority to approve school policies, set budget and provide financial oversight, ensure compliance with Federal and State Law, and oversee the operations of the school as appropriate in a governance role
4. To enter into contracts, leases and other agreements which are, in the Board's judgment, necessary or desirable in obtaining the purposes of promoting the interests of the School
5. To act as Board of Trustees under any trust incidental to the corporation's purposes, and to receive, hold, administer, exchange and expend funds and property subject to such a trust.
6. To acquire real or personal property, by purchase, exchange, lease, gift, devise, bequest, or otherwise, and to hold, improve, lease, sublease, mortgage, transfer in trust, encumber, convey or otherwise dispose of such property.
7. To borrow money, incur debt, and to execute and deliver promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations and other evidences of debt and securities.
8. To maintain insurance on behalf of any of the School, Board Members, Administration and Staff for liability asserted against or incurred by such person in such capacity or arising out of such person's status as a representative of the school, subject to the provisions of the Utah Nonprofit Corporation Act and the limitations

noted in these Bylaws.

- B. **Number of Directors.** The number of Board Members of the corporation shall be not less than 5 nor more than 7.
- C. **Election of Directors.** The Board shall elect new Board Members by the vote of a majority of the Board Members then in office, whether or not the number of Board Members in office is sufficient to constitute a quorum, or by the sole remaining Board Member.
- D. **Eligibility.** The Board may elect any person to the Board, in its discretion, believes will serve the interests of Valley, Valley's charter, and its purpose faithfully and effectively.
 - 1. A member of the Board may not be an employee of the School.
 - 2. Family members may not serve together on the Board. Any applicant with relationships to current Board or Staff members would be required to be disclosed such relations at the time of the member's application to the Board. Should such a situation occur, non-related Board Members will consider and address whether any such family relationship would create a conflict or perceived conflict for the school.
 - 3. In addition, applicants with the following areas of expertise will be given higher consideration when electing Board members:
 - a. Human resources: benefits, insurance, hiring practices, employment agreements, etc.
 - b. Policy and procedure
 - c. Budgets/Finance/Accounting.
 - d. Law: especially an area of law relevant to school operations, such as contract law.
 - e. Architecture or Engineering or Construction expertise.
 - f. Education and Curriculum: ideal candidate would have teaching experience.
 - g. Technology: ideally, IT experience that could help support the school's IT needs including: state-wide assessment, telecommunications, teacher computers, computer labs, servers, e-mail, other tools, etc.
 - h. Business Leadership: business plans, delegation of authority and responsibilities, leadership based on fact and not emotion, finance, organization, creating committees, deadlines, etc.
- E. **Term of Office.** Each Board Member may hold office until resignation, removal or disqualification from service.
 - 1. Board Members in general will each serve a three-year term, with the exception of assuming the term of a premature vacancy, in which they will complete the remainder of that Board Member's term.
 - a. Each Board Member is eligible to serve 2 consecutive 3-year terms.
 - b. A Board Member may be reappointed for additional 1-year terms by a majority approved vote of the current Board. The Board Member being considered for reelection shall be excluded from the vote.
 - c. At the end of each term, Board Members may be renewed for another term by a formal expression of intent to the other members of the Board and a majority approved vote of the current Board in an open and public meeting. The Board

Member being considered for reelection shall be excluded from the vote.

2. Applications for open Board positions will be taken and considered each May, or at the discretion of the Board. An application may be turned in to any current Board Member of Valley Academy, who will then share the application with the Board Chair and full Board.
 3. New board members will be seated at the annual June Board meeting. Previous Board members wishing to serve a new term must follow the same process as all other applicants when a Board position is open.
 4. Each June, the Board will vote to select its own leadership from among the members of the Board. At the Board's own discretion, it may also reorganize following the filling of a Board vacancy. In the event of dismissal, resignation, or other vacancy on the Board, the Board will conduct a special election to fill the remaining portion of the vacant member's term.
- F. **Time of Elections.** The Board shall elect Board Leadership roles whose terms begin in June, at the date of the Annual Meeting for that year, or at a Regular Meeting designated for that purpose, or at a Special Meeting called for that purpose.
- G. **Removal of Directors.** The Board may remove a Board Member by majority vote of the members present. The Board may remove any Board Member who:
1. Has failed to attend 75% or more of the Board's Regular Meetings in any calendar year;
 2. Failure of character or personal judgement that make this person's continued service incompatible with the needs of the school (removal by resignation or vote of the board);
 3. Inability to pass a required background check;
 4. Is unwilling to support the vision and mission of the school. (removal by resignation or vote of the board);
- H. **Resignation by Director.** A Board Member may resign by giving written notice to the Board Chair. The resignation is effective on the giving of notice, or at any later date specified in the notice.
- I. **Vacancies.** A vacancy is deemed to occur on the effective date of the resignation or removal of a Board Member, upon declaration of vacancy pursuant to these Bylaws.
- J. **Compensation of Board Members.** Board Members shall serve without compensation. However, the Board may approve reimbursement of a Board Member's actual and necessary expenses while conducting corporation business disclosed to, and approved by, the Board.

III. PRINCIPAL OFFICE

The school's principal operating address shall be 539 N 870 W, Hurricane, Utah, 84737.

IV. MEETINGS OF THE BOARD

The Board will meet at least 10 times per year consistent with the requirements of the Utah State Open and Public Meetings Act, UCA 52-4, guided by an agenda, to discuss school operations

and hear reports and updates from each board member and the Director, consider and adopt policies, and consider requests and concerns from parents, students, and teachers. A majority vote of the total Board membership present will constitute action by the Board. The Board will not act unless a quorum is present, unless necessitated by a school emergency requiring immediate board action and after an attempt has been made to contact all Board members.

- A. **Place of Meetings.** Board Meetings shall be held at the school building, 539 N 870 W, Hurricane, Utah 84737 or at any other reasonably convenient place as the Board may designate and publish in compliance with the Open and Public Meetings Act.
- B. **Annual Meetings.** An Annual Meeting shall be held in June of each year for the purpose of electing Directors, making and receiving reports on corporate affairs, and transacting other business as comes before the meeting.
- C. **Regular Meetings.** Regular Meetings shall be held at various times within the year as the Board determines. The annual schedule of meetings will be posted on the Utah Public Notice Website.
- D. **Special Meetings.** A Special Meeting shall be held at any time called by the Chair or by any Director as is determined necessary to fulfill the duties of the Board, as outlined in Section II(A)
- E. **Adjournment.** A majority of the Board Members present at a meeting, whether or not a quorum, may adjourn the meeting to another time and place, so long as proper public notice is given consistent with Utah Open Public Meeting Act, UCA § 52-4-202.
- F. **Notices.** Notices of Board Meetings shall be given at least 24 hours in advance, after public posting, and consistent with the Utah Open Public Meetings Act, unless the Board deems it necessary to hold an Emergency Board Meeting which will be justified by a need for the Board to act immediately for the Board's fulfillment of their duties.

V. ACTION BY THE BOARD

- A. **Quorum.** A quorum consists of a majority of the current number of Board Members.
- B. **Action by the Board.**
 - 1. **Actions Taken at a Board Meeting.** The actions done and decisions made by a majority of the Board present at a meeting duly held at which a quorum is present are the actions and decisions of the Board, except for purposes of electing Board Members, appointing committees and delegating authority thereto, or amending the corporation's Bylaws, where the action of a majority of Board Members then in office is required by the Utah Nonprofit Corporation Act or as set out in these Bylaws.
 - 2. **Electronic Meeting Attendance.** Valley Academy Board authorizes Board Members to participate in meetings electronically. Participation in a meeting pursuant to this section constitutes attendance in person for such meeting.

C. Committees.

1. **Appointment of Committees.** The Board may appoint one or more Board Committees by vote of the majority of Board Members.
2. **Authority of Board Committees.** The Board may delegate to a Board committee any of the authority of the Board, except with respect to:
 - a. The election of Directors.
 - b. Filling vacancies on the Board or any committee which has the authority of the Board.
 - c. The amendment or repeal of any Board resolution.
 - d. The amendment or repeal of Bylaws or the adoption of new Bylaws.
 - e. The appointment of other committees of the Board, or the members of the Committees.
 - f. Approval of school budget.
 - g. Other matters which, through Federal or State Law or State Policy require vote by a quorum of the Board.
3. **Procedures of Committees.** The Board shall conduct meetings in compliance with the Utah State Open and Public Meetings Act.

D. Standard of Care.

1. **Performance of Duties.** Each Board Member shall perform all duties of a Board Member, including duties on any Board Committee, in good faith, in a manner the Board Member believes to be in the corporation's best interest and with such care, including reasonable inquiry, as an ordinary prudent person in a like position would use under similar circumstances.
2. **Reliance on Others.** In performing the duties of a Board Member, a Board Member shall be entitled to rely on information, opinions, reports or statements, including financial statements and other financial data, presented or prepared by:
 - a. One or more officers or employees of the corporation whom the Board Member believes to be reliable and competent in the matters presented;
 - b. Legal counsel, independent accountants or other persons as to matters that the Board Member believes are within that person's professional or expert competence;
 - c. A Board Committee on which the Board Member does not serve, as to matters within its designated authority, provided the Board Member believes the Committee merits confidence and the Director acts in good faith, after reasonable inquiry when the need is indicated by the circumstances, and without knowledge that would cause such reliance to be unwarranted.
3. **Investments.** In investing and dealing with all assets held by the corporation for investment, the Board shall exercise the standard of care described above.

- E. Rights of Inspection.** Every Board Member has the right to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the corporation, provided that such inspection is conducted at a reasonable time after reasonable notice, provided that no Board Member conflict of interest exists, and provided that such right of inspection and copying is subject to the obligation to maintain the confidentiality of

the reviewed information, in addition to any obligations imposed by any applicable federal, state or local law.

- F. Participation in Discussions and Voting.** Every Board Member has the right to participate in the discussion and vote on all issues before the Board or any Board Committee, except as noted below. Any Board Member shall be excused from the discussion and vote on any matter involving: (a) a self-dealing transaction; (b) a conflict of interest, (c) indemnification of that Board Member; or (d) any other matter in which, after reasonable notice and investigation of the issue, a real or perceived conflict exists for the Director, as determined by the majority of the Board.

VI. OFFICERS

- A. Officers.** The officers of the corporation consist of a President (hereinafter "Chair"), Vice President (hereinafter "Vice Chair"), a Secretary and a Chief Financial Officer (hereinafter "Treasurer"). The corporation also may have such other officers as the Board deems advisable. A Board Member may hold any number of offices, except that neither the Secretary or Treasurer may serve concurrently as the Chair.
1. **Chair.** Subject to Board control, the Chair has general supervision, direction and control of the affairs of the corporation, and such other powers and duties as the Board may prescribe. If present, the Chair shall preside at Board meetings.
 2. **Vice Chair.** If the Chair is absent or disabled, the Vice Chair shall perform all the Chair's duties and, when so acting, shall have all the Chair's powers and be subject to the same restrictions. The Vice Chair shall have other such powers and perform such other duties as the Board may prescribe.
 3. **Secretary.** The Secretary shall:
 - a. keep or cause to be kept, at the corporation's principal office, or such other place as the Board may direct a book of minutes of all meetings of the Board and Board Committees, noting the time and place of the meeting, whether it was regular or special (and if special, how authorized), the notice given, the names of those present, and the proceedings;
 - b. keep or cause to be kept a copy of the corporation's Articles of Incorporation and Bylaws, with amendments;
 - c. give or cause to be given notice of the Board and Committee meetings on the Utah Public Notice Website, and as otherwise required by the Bylaws;
 - d. have such other powers and perform such other duties as the Board may prescribe.
 4. **Treasurer.** The Treasurer shall:
 - a. keep or cause to be kept adequate and correct accounts of the corporation's properties, receipts and disbursements;
 - b. make the books of account available at all times for inspection by any Director;
 - c. deposit or cause to be deposited the corporation's monies and other valuables in the corporation's name and to its credit, with the depositories the Board designates;
 - d. disburse or cause to be disbursed the corporation's funds as the Board directs;

- e. render to the Chair and the Board, as requested but no less frequently than once every fiscal year, an account of the corporation's financial transactions and financial condition;
- f. prepare any reports on financial issues required by an agreement on loans;
- g. have such other powers and perform such other duties as the Board may prescribe.

VII. NON-LIABILITY OF DIRECTORS

The Board Members shall not be personally liable for the corporation's debts, liabilities or other obligations. The School will maintain Officer's and Director's Liability insurance coverage at all times covering the actions of the Board of Directors within their role as representatives of the School.

VIII. INSURANCE FOR CORPORATE AGENTS

The Board may authorize the purchase and maintenance of insurance on behalf of any Board Member, officer, employee or other agent of the corporation, against any liability in their fulfillment of their school related roles or completion of school related duties.

IX. OTHER PROVISIONS

- A. Fiscal Year.** The fiscal year of the corporation begins on July 1 of each year and ends on June 30 of the following year.
- B. Execution of Instruments.** Except as otherwise provided in these Bylaws, the Board may adopt a resolution authorizing any officer or agent of the corporation to enter into any Board approved contracts or execute and deliver any instrument in the name of or on behalf of the corporation. Unless so authorized, no officer, agent or employee shall have any power to bind the corporation by any contract or engagement, to pledge the corporation's credit, or to render it liable monetarily for any purpose or any amount.
- C. Checks and Notes.** Except as otherwise specifically provided by Board resolution, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the corporation may be signed by the Chair, Treasurer or other named Board Member.
- D. Construction and Definitions.** Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the Utah Nonprofit Corporation Act shall govern the construction of these Bylaws. Without limiting the generality of the foregoing, words in these Bylaws shall be read as the masculine or feminine gender, and as the singular or plural, as the context requires, and the word "person" includes both a corporation and a natural person. The captions and headings in these Bylaws are for convenience of reference only are not intended to limit or define the scope or effect of any provisions.
- E. Conflict of Interest.** Any Board Member, officer, key employee, or committee member having an interest in a contract, other transaction or program presented to or discussed by the

Board or Board Committee for authorization, approval, or ratification shall make a prompt, full and frank disclosure of his or her interest to the Board or committee prior to its acting on such contract or transaction. Such disclosure shall include all relevant and material facts known to such person about the contract or transaction which might reasonably be construed to be adverse to the corporation's interest. The body to which such disclosure is made shall thereupon determine, by majority vote, whether the disclosure shows that a conflict of interest exists or can reasonably be construed to exist. If a conflict is deemed to exist, such person shall not vote on, nor use his or her personal influence on, nor be present during in the discussion or deliberations with respect to, such contract or transaction (other than to present factual information or to respond to questions prior to the discussion). The minutes of the meeting shall reflect the disclosure made, the vote thereon and, where applicable, the abstention from voting and participation. The Board may adopt conflict of interest policies requiring:

1. Regular annual statements from Board Members, officers, key employees to disclose existing and potential conflict in interest; and,
2. Corrective and disciplinary actions with respect to transgressions of such policies.

For the purpose of this section, a person shall be deemed to have an "interest" in a contract or other transaction if he or she is the party (or one of the parties) contracting or dealing with the corporation, or is a Board Member, Director or officer of, or has a significant financial or influential interest in the entity contracting or dealing with the corporation.

F. Interpretation of Charter. Whenever any provisions of these Bylaws are in conflict with the provisions of the Charter, the provisions of the Charter control.

X. AMENDMENT

A majority of the Members may adopt, amend or repeal these Bylaws consistent with the Utah Open and Public Meeting Act.

XI. DISSOLUTION

Upon the winding up, dissolution, or closure of the corporation for any reason, (1) the corporation shall be closed in accordance with Utah Code Title 53A, Chapter 1a, Section 510.5, or the corresponding section of any future Utah state law governing charter school closure that amends or supersedes the same, relating to charter school closures, or its successor. (2) The corporation after paying or adequately providing for the debts and obligations thereof, the assets remaining shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose as determined by the Board of Directors. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

VALLEY ACADEMY CONFLICT OF INTEREST POLICY

I. Purpose

The purpose of this Board conflict of interest policy is to assist Valley Academy (VAC or Valley) board members, employees and school community members to ensure that board members and school employees act in the best interest of VAC students and school community members, consistent with the law when:

- a. the school or board is contemplating entering into a transaction or arrangement that might benefit the private interests of a VAC board member, director or employee; or
- b. VAC, as a public entity or VAC board members or employees evaluate whether the school or its officers and/or employees are using their positions/employment consistent with the [Utah Public Officers' and Employees' Ethics Act \(U.C.A. §67-16\)](#);
- c. VAC or VAC board members or employees are handling school funds and public money consistent with [R277-113](#), LEA Fiscal and Auditing Policies;
- d. VAC board members are considering employment of specific relatives consistent with [U.C.A. §53G-5-409](#), Regulated Transactions and Relationships; or
- e. VAC employees who hold Utah educator licenses are acting in the scope of their employment or representing the school, consistent with the [Utah Educator Standards of R277-515](#).

II. Definitions

The definitions of the cited provisions of the Utah Code and the Utah Administrative Code apply to this policy.

III. Procedures

Duty to Disclose: In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest to the VAC board chair, board or director, as appropriate, and be given the opportunity to disclose all material facts to the VAC board or director.

Recusal of Self: Any interested person may recuse himself or herself at any time from involvement in any decision or discussion in which the interested person believes he or she has or may have a conflict of interest. It is primarily the responsibility of any potentially interested person to disclose a conflict and recuse himself or herself from decision-making, board discussion and /or voting.

Chair decision: If a conflict of interest is alleged about a board member or employee without a personal decision for recusal, the chair will determine if a conflict of interest adversely affects the school or the board. The board chair's decision may include the *perception of the conflict or potential conflict* to the school community and other entities with authority over the board. The board chair, the board or the director, as determined by the board, may direct the recusal of the interested individual from board participation on a specific issue or from school decision making.

IV. Violations of the conflicts of interest policy

If the board has reasonable cause to believe a member or employee has failed to disclose actual or potential conflicts of interest, it shall inform the member or employee of the belief and afford the individual an opportunity to explain the alleged failure to disclose. If the board determines the individual has failed to appropriately disclose an actual or potential conflict of interest, it may take appropriate disciplinary or corrective action and shall take action required by law.

EMPLOYEE GRIEVANCE POLICY

I. Purpose

The purpose of this grievance policy is to provide a means by which employees may present, for administrative resolution, unresolved questions, dissatisfactions, or disputes regarding interpretation or application of Valley Academy Policies and procedures.

II. Policy

It is VAC's policy to provide a prompt, informal administrative resolution at the lowest possible level to ensure an orderly means of resolving employee complaints. For purposes of this policy, "day or days" mean "work days for employees."

III. Procedures

a. Level 1

If the matter involves or can be resolved by the parties involved, the employee is encouraged to first discuss the concern with the parties involved with the objective of resolving the matter.

b. Level 2

If the matter is unresolved after meeting with the parties involved, the employee shall discuss the complaint with the Executive Director (or designee), with the objective of resolving the matter.

c. Level 3

- i. If, following the discussion with the Executive Director (or designee), the matter is not resolved, the employee shall provide a written notice to the Board Chair for a confidential review of concerns. The request must be sent to the Board Chair within ten days of the date of the final discussion with the Executive Director and shall include at least the following information:
 1. Complainant's/employee's name.
 2. Nature of employee's concern.
 3. The employee's desired outcome or resolution.
 4. Employee's efforts to address/resolve the concern with the individual(s) directly involved.
 5. Employee's efforts to resolve the concern with the Executive Director. Why the employee believes the Board of Directors should consider employee concern(s), including why, in employee's view, the complaint was not resolved at a lower level.
- ii. The Board Chair shall review and submit the information to the Board of Directors. The Board of Directors shall review the concern consistent with provisions of Utah Code §52-4 and other applicable laws and may request additional information from any party.
- iii. The Board of Directors will respond as quickly as circumstances dictate, not to exceed 30 days.
- iv. The Board's written resolution is the final administrative decision.

IV. Miscellaneous Provisions

- a. Timelines in the procedure may be shortened or waived upon agreement by all parties.
- b. Confidentiality will be observed by all parties consistent with the provisions of the Utah Government Records Management Act, the Family Educational Privacy and Rights and Privacy Act and/or other state and federal laws.
- c. Nothing contained herein shall be construed to limit in any way the right or ability of VAC and employees or others to resolve any grievance mutually and informally.
- d. The requirements and procedures of this policy do not supersede or prohibit remedies and procedures required by law, such as civil rights, harassment, ADA compliance, etc.

VALLEY ACADEMY GRIEVANCE FORM

(select one) _____ Parent Grievance _____ Employee Grievance _____ Other

Before filling out this form, please refer to the appropriate Grievance Policy to ensure required procedures have been followed.

Today's date:

Name:

Phone Number:

Email Address:

Subject Complainant wishes to address, including time frame of events:

Significant background information and steps taken to resolve the issue that will be discussed (include documentation if it is helpful):

Received by:

Date Received:

This form will be submitted to both the Executive Director and the Board Chair, consistent with VAC policies.



539 North 870 West | Hurricane Utah 84737 | 435.635.7815 | Fax: 435.705.7576 | www.valleyacademycharter.com

Valley Academy School Fee Schedule 2021-22

General Information:

1. All fees listed are the maximum allowable.
2. The maximum fee per student per activity will not exceed \$100 except for the 8th grade American Heritage trip for which the maximum fee for 8th graders only is \$1400.
3. The maximum aggregate fee amount per 6-8 grade student will not exceed \$2000 per student, including fundraised money.
4. Any payment for student participation in a class, program, or activity is a fee and is subject to the fee waiver requirement. Families will receive fee waiver information and forms at school registration. For more specific information on fee waivers and other details contact the Valley Academy Director. The information and forms are also published on the school website, as required by law.
5. All students are responsible to pay for any loss, breakage, or damage they cause to school property. Loss breakage or damage is not subject to the waiver requirement in accordance with Utah Code Ann. 53G-8-212.
6. Donations are permissible in both elementary and secondary school, but all such requests are voluntary. A student may not be excluded from an activity or program because they did not donate. If donations are sought in grades K-5, the request must include the express language required in R277-407-3(6).
7. There are no fees charged in grades K-5. Students may however purchase items such as lunch, insurance, etc. as a convenience.

Elementary School K-5

There are no school fee charges for students in grades K-5.

Middle School 6-8

\$35.00 Student Fee

This fee will be used to pay for a tech person to troubleshoot and maintain our current Chromebook and wireless technology.

\$10.00 Class Change

For parent/student-initiated class change after the first 2 days of a semester. This fee will be used to offset the salary of the registrar for the time it takes away from other duties.

\$50.00 Ski Activity (per trip, max 4)

Includes Ski pass, rental fee for skis and boots (or snowboard)

\$1400.00 8th Grade American Heritage Trip (6-7th special circumstance)

- \$825 Transportation (Air and Ground)
- \$325 Lodging
- \$200 Meals
- \$50 Entrance fees to non-governmental sites

\$75.00 6-7th Utah History Trip

- \$40 Transportation
- \$30 Meals
- \$5 Lodging

Other Fees

\$20.00 Yearbook



\$20.00 Return Check Charge

\$1.00 Friday Dress Day

\$10.00 Spirit Shirts

Updated January 20, 2021 (Pending Board Approval)

+1(800) 689-2098 (tel:+1-800-689-2098)

 
(/cart)(/use)



- [Asphalt Prep \(/division/asphalt-prep\)](/division/asphalt-prep)
- [Crack Repair \(/division/crack-repair\)](/division/crack-repair)
- [Sealcoating \(/division/sealcoating\)](/division/sealcoating)
- [Pavement Marking \(/division/pavement-marking\)](/division/pavement-marking)
- [Asphalt Repair \(/division/asphalt-repair\)](/division/asphalt-repair)
- [Hand Tools \(/division/hand-tools\)](/division/hand-tools)

[Home \(/\)](#) » [Shop All Products \(/catalog\)](/catalog)

BIG-A Portable Pump and Barrel Drum Asphalt Sealcoat Spray System

 **COVID-19 Update:** At this time, we are performing normal operations with some delays. [view details \(/message\)](/message)

- [Sealcoating Spray Systems \(/catalog/sealcoating-spray-systems\)](/catalog/sealcoating-spray-systems)
- [Portable Systems \(/catalog/portable-systems\)](/catalog/portable-systems)



(https://www.asphaltsealcoatingdirect.com/files/styles/uc_product_full/public/dynamic/content/product/image/152/big-a-asd-pbk.jpg?itok=a1kDbms1)



(https://www.asphaltsealcoatingdirect.com/files/styles/uc_product_full/public/dynamic/content/product/image/152/clip-1_1.jpg?itok=q33ONuXF)

1_1.jpg?itok=q33ONuXF)



(https://www.asphaltsealcoatingdirect.com/files/styles/uc_product_full/public/dynamic/content/product/image/152/102_0133.jpg?itok=r5_HaDA0)



(https://www.asphaltsealcoatingdirect.com/files/styles/uc_product_full/public/dynamic/content/product/image/152/trailer-1.jpg.jpg?itok=b8Rnla14)

1.jpg.jpg?itok=b8Rnla14)

MPN: ASD-PBK

SKU: ASD-PBK

BIG-A Portable 55 Gallon Barrel Sealcoat System | Transfer Pump

~~\$1500~~




(/misc/product-made-location)

Starting at

\$1399

Or

Finance options starting at only: \$28 /month [Apply Today](#)
[\(https://asceniumcapital.com/ApplyNow/CommCredit?v=10946c90-494b-4f22-9f8c-ce15c3fa3850&s=78cc2fe8-d2f0-49ef-98ad-64e3e334ccf5&equipmentdescription=BIG-A%20Portable%2055%20Gallon%20Barrel%20Sealcoat%20System%20%7C%20Transfer%20Pump%20\(Qty%20of%201\)&equipmentcost=1399&asc_medium=ac-det-btn&asc_term=custom&asc_campaign=App_Viewed\)](https://asceniumcapital.com/ApplyNow/CommCredit?v=10946c90-494b-4f22-9f8c-ce15c3fa3850&s=78cc2fe8-d2f0-49ef-98ad-64e3e334ccf5&equipmentdescription=BIG-A%20Portable%2055%20Gallon%20Barrel%20Sealcoat%20System%20%7C%20Transfer%20Pump%20(Qty%20of%201)&equipmentcost=1399&asc_medium=ac-det-btn&asc_term=custom&asc_campaign=App_Viewed)

A%20Portable%2055%20Gallon%20Barrel%20Sealcoat%20System%20%7C%20Transfer%20Pump%20(Qty%20of%201)&equipmentcost=1399&asc_medium=ac-det-btn&asc_term=custom&asc_campaign=App_Viewed)

 Free Shipping to lower US 48

Estimated Dates To Leave Warehouse: Mar. 17 - 19





Availability:  In Stock

1



+ Add to cart

 [view my cart \(/cart\)](#)

-  [read full overview](#)
-  [view specifications](#)
-  [view documents](#)
-  [view parts & accessories](#)

Have a question about this product?

[Ask it now! \(/product-question?page_title=BIG-A Portable Pump and Barrel Drum Asphalt Sealcoat Spray System&product_title=BIG-A Portable 55 Gallon I](/product-question?page_title=BIG-A Portable Pump and Barrel Drum Asphalt Sealcoat Spray System&product_title=BIG-A Portable 55 Gallon I)

Quick Overview:

- * Barrel or Tote Drop-in Spray System
- * Perfect for driveways and small jobs
- * Everything you need to spray from a barrel
- * Pump, Motor, Hose and Spray Wand included
- * Low Pressure Sealcoat Spray System

Recommended For

 Homeowner

 Commercial

 Contractor



Description

If you have a large driveway or possibly perform Asphalt Sealcoating on a part-time basis, our popular **Portable Asphalt Sealcoat Spray System** will allow you to use a steel or plastic barrel if it has a 2" bung on top of the barrel. This system comes standard with our industrial 5.5HP Honda engine and Hypro / Banjo cast iron pump. The pump comes standard with a cast iron impeller and a high-quality steel wear plate, allowing you to mix sand in your sealer.

The BIG A ASD-PBK comes with all of the pump-to-barrel hose connectors and also includes 50' of spray hose and a spray wand. Simply insert the barrel pump adapter into the top of the barrel and screw it in securely. Next, hook-up the included hoses and you're ready to spray sealer.

The BIG A ASD-PBK Sealcoat Spray System (/products/275-gallon-portable-tote-sealcoating-spray-system) uses our 5.5HP Honda Industrial Motor with either a Banjo or Hypro cast iron pump that provides the same professional results you will find in our larger systems. Sealer mixing and agitation occurs by circulation from the bottom of the barrel through the suction pipe through the pump and partially back into the return pipe into the barrel at 170 Gallons per minute when the pump is running.

+1(800) 689-2098 (tel:+1-800-689-2098)

 
(/cart)(/use)

- [Asphalt Prep \(/division/asphalt-prep\)](/division/asphalt-prep)
- [Crack Repair \(/division/crack-repair\)](/division/crack-repair)
- [Sealcoating \(/division/sealcoating\)](/division/sealcoating)
- [Pavement Marking \(/division/pavement-marking\)](/division/pavement-marking)
- [Asphalt Repair \(/division/asphalt-repair\)](/division/asphalt-repair)
- [Hand Tools \(/division/hand tools\)](/division/hand-tools)

[Home \(/\)](#) » [Shop All Products \(/catalog\)](/catalog)

Rynoworx 10 Gallon Hot Rubber Asphalt Walk Behind Crack Filler RY10MA-ELITE

 **COVID-19 Update:** At this time, we are performing normal operations with some delays. [view details \(/message\)](#)

- [Asphalt Crack Filling Equipment \(/catalog/asphalt crack-filling equipment\)](/catalog/asphalt-crack-filling-equipment)
- [Direct Fire Push Melters \(/catalog/direct-fire-push-melters\)](/catalog/direct-fire-push-melters)

 Popular Choice



(https://www.asphaltsealcoatingdirect.com/files/styles/uc_product_full/public/dynamic/content/product/image/1671/ry10ma-elite_highres.jpg?itok=Acadvx9LJ)

MPN: RY10MA-ELITE
SKU: RY10MA-ELITE

RynoWorx 10 Gallon Elite Hot Crack Rubber Push Melter

~~\$2249~~
\$1799



Or

Finance options starting at only: \$36 /month [Apply Today](#)

([https://ascendumcapital.com/ApplyNow/CommCredit?v=10946c90-494b-4f22-9f8c-ce15c3fa3850&s=78cc2fe8-d2f0-49ef-98ad-64e3e334ccf5&equipmentdescription=RynoWorx%2010%20Gallon%20Elite%20Hot%20Crack%20Rubber%20Push%20Melter%20\(Qty%20of%201\)&equipmentcost-det-btn&asc_term=custom&asc_campaign=App_Viewed](https://ascendumcapital.com/ApplyNow/CommCredit?v=10946c90-494b-4f22-9f8c-ce15c3fa3850&s=78cc2fe8-d2f0-49ef-98ad-64e3e334ccf5&equipmentdescription=RynoWorx%2010%20Gallon%20Elite%20Hot%20Crack%20Rubber%20Push%20Melter%20(Qty%20of%201)&equipmentcost-det-btn&asc_term=custom&asc_campaign=App_Viewed))

 Free Shipping to lower US 48

+1(800) 689-2098 (tel:+1-800-689-2098)

 
(/cart)(/use)

- [Asphalt Prep \(/division/asphalt-prep\)](/division/asphalt-prep)
- [Crack Repair \(/division/crack-repair\)](/division/crack-repair)
- [Sealcoating \(/division/sealcoating\)](/division/sealcoating)
- [Pavement Marking \(/division/pavement-marking\)](/division/pavement-marking)
- [Asphalt Repair \(/division/asphalt-repair\)](/division/asphalt-repair)
- [Hand Tools \(/division/hand-tools\)](/division/hand-tools)

[Home \(/\)](#) » [Shop All Products \(/catalog\)](/catalog)

30 Boxes of Flex-A-Fill 9075R Direct Fire Hot Rubber Asphalt Crack Repair

 **COVID-19 Update:** At this time, we are performing normal operations with some delays. [view details \(/message\)](/message)

- [Asphalt Crack Fillers \(/catalog/asphalt-crack-fillers\)](/catalog/asphalt-crack-fillers)
- [Hot Crack Filler \(/catalog/hot-crack-filler\)](/catalog/hot-crack-filler)
- [Direct Fire Crack Filler \(/catalog/direct-fire-crack-filler\)](/catalog/direct-fire-crack-filler)



(https://www.asphaltsealcoatingdirect.com/files/styles/uc_product_full/public/dynamic/content/product/image/1074/flex-a-fill-9075r-full-pallet.jpg?itok=N6uYtwON)

MPN: 33561

SKU: 33561-30

30 Boxes of Flex-A-Fill 9075R Direct Fire Hot Crack Filler (900 lbs)

~~\$1274~~

\$1249

Or



Finance options starting at only \$25 /month [Apply Today](#)

([https://ascentiumcapital.com/ApplyNow/CommCredit?v=10946c90-494b-4f22-9f8c-ce15c3fa3850&s=78cc2fe8-d2f0-49ef-98ad-64e3e334ccf5&equipmentdescription=30%20Boxes%20of%20Flex-A-Fill%209075R%20Direct%20Fire%20Hot%20Crack%20Filler%20\(900%20lbs\)%20\(Qty%20of%201\)&equipmentcost=1249&asc_medium=ac-def-btn&asc_term=custom&asc_campaign=App_Viewed](https://ascentiumcapital.com/ApplyNow/CommCredit?v=10946c90-494b-4f22-9f8c-ce15c3fa3850&s=78cc2fe8-d2f0-49ef-98ad-64e3e334ccf5&equipmentdescription=30%20Boxes%20of%20Flex-A-Fill%209075R%20Direct%20Fire%20Hot%20Crack%20Filler%20(900%20lbs)%20(Qty%20of%201)&equipmentcost=1249&asc_medium=ac-def-btn&asc_term=custom&asc_campaign=App_Viewed))

 (/misc/product-made-location)

 **Free Shipping to lower US 48**

+1(800) 689-2098 (tel:+1-800-689-2098)

 
(/cart)(/use)



- [Asphalt Prep \(/division/asphalt-prep\)](/division/asphalt-prep)
- [Crack Repair \(/division/crack-repair\)](/division/crack-repair)
- [Sealcoating \(/division/sealcoating\)](/division/sealcoating)
- [Pavement Marking \(/division/pavement-marking\)](/division/pavement-marking)
- [Asphalt Repair \(/division/asphalt-repair\)](/division/asphalt-repair)
- [Hand Tools \(/division/hand-tools\)](/division/hand-tools)

[Home \(/\)](#) » [Shop All Products \(/catalog\)](/catalog)

BIG A Coal Tar Asphalt Sealer 55 Gallon Barrel For Asphalt Pavements

 **COVID-19 Update:** At this time, we are performing normal operations with some delays. [view details \(/message\)](/message)

- [Sealcoat Sealer \(/catalog/sealcoat-sealer\)](/catalog/sealcoat-sealer)
- [Coal Tar Emulsion Sealer \(/catalog/coal-tar-emulsion-sealer\)](/catalog/coal-tar-emulsion-sealer)

Seasonal Material Shutdown

We won't be able to ship this water-based product due to the possibility of freezing while in transit (if the product material freezes, it's ruined). We still have a limited stock left and might be able to ship if the weather allows. If you want to see if we can ship material to your area, don't hesitate to give us a ring +1(800) 689-2098 (tel:+1-800-689-2098).



(https://www.asphaltsealcoatingdirect.com/files/styles/uc_product_full/public/dynamic/content/product/image/1290/big-a-55-gallon-coal-tar-sealer.jpg?itok=5gHTIPuZ)

MPN: ASDCT-SS55-1

SKU: ASDCT-SS55-1

55 Gallon BIG A Coal Tar Sealer

~~\$598~~

\$574



 Free Shipping to lower US 48

Las Vegas Bus Sales

Proposal for:

Valley Academy Charter School



(5) Matching 2007 Thomas Saf-T-Liner School Buses

Product Highlights:

- C7 Cat Diesel Engines
- Allison Transmissions
- Mileages from 180k to 192k
- 15 Rows of Seating (90 Children or 60 Adults)
- Extra Large A/C Systems
- Rust Free, Desert Buses

Service package includes: passing DOT inspection for each unit, service A/C systems, oil/filter change, fuel filters, air filters, chassis lube.

(5) Matching 2007 Thomas HDX School Buses	\$57,975
(5) Service Package	\$5,000
Multiple unit discount	(\$5,000)
Doc Fee	\$300
Discounted Total:	<hr/> \$58,275

4530 E Carey Ave, Las Vegas, NV 89115
(877) 456-9804 * (702) 456-9800 * Fax (702) 632-0614
www.lasvegasbussales.com

Las Vegas Bus Sales, Inc.

4530 E Carey Ave
Las Vegas NV 89115

Phone: (702) 456-9800 Fax: (702) 632-0614

Toll Free: 1-877-456-9804

Purchase Agreement

Valley Academy Charter School
539 N 870 W
Hurricane UT 84737
FAX:

tracy@valleyacademycharter.com

01/14/2021

Order No.

Salesman

Marcus Herman

marcus@lasvegasbussales.com

(702) 456-9800

Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Price (Incl factory options)
Used	2007	THOMAS	SAF-T-LINER	1T7YU3C2871274897	B74897	\$11,995.00
Used	2007	THOMAS	SAF-T-LINER	1T7YU3C2X71274903	B74903	\$10,995.00
Used	2007	THOMAS	SAF-T-LINER	1T7YU3C2171274885	B74885	\$11,495.00
Used	2007	THOMAS	SAF-T-LINER	1T7YU3C2871274883	B74883	\$11,495.00
Used	2007	THOMAS	SAF-T-LINER	1T7YU3C2671274882	B74882	\$11,995.00

Lienholder: None

Dealer Unit Price

\$57,975.00

Options:

Signed Bill of Sale Holds Bus Until:

Downpayment Holds Bus Until: 01/22/2021

Downpayment To Be Made Via:

Unit Must Be Paid in Full By: 01/22/2021

Payment In Full To Be Made Via:

Unit Must Be Removed By:

Wiring Instructions:

Account to Credit Name:

Las Vegas Bus Sales

Account #: 140 268 539

ABA/Routing #: 325170754 (Timberland Bank)

Bank Address: 624 Simpson Ave. Hoquiam, WA 98550

Notes:

Service package includes: passing DOT inspection for each unit, service A/C systems, oil/filter change, fuel filters, air filters, chassis lube.

Price \$57,975.00

Net Sale \$57,975.00

Sales Tax \$0.00

Document or Administration Fees \$300.00

Total Other Charges \$300.00

Sub Total (Net Sale + Other Charges) \$58,275.00

Down Payment \$0.00

Amount Due \$58,275.00

Trade Information

UNITS SOLD "AS IS WHERE IS"

Title remains in seller's possession until payment is received in full. Buyer acknowledges receipt of a copy of this purchase agreement and further acknowledges having read and agreed to the terms and conditions printed on the agreement. Buyer understands that the down payment is not refundable unless stated otherwise.

Customer Signature _____

Dealer Signature _____

Approved By _____

Thank You for Your Business!