

Valley Academy Public Board Meeting Agenda  
March 19, 2013 at 7pm  
539 N 870 W, Hurricane, UT

1. Welcome and call to order (7:00)
2. Approval of minutes from 2/12/13 and 2/24/13 meetings. (7:05)
3. Read 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.

4. Board Appreciation (7:05-7:10)
5. How well are students achieving the outcomes for which the school was chartered?(7:10-7:25)
  - a. Mr. Woodd's report to the Board
6. How well are the school's finances being managed?(7:25-7:40)
  - a. Mr. Stringham's report to the Board
  - b. Mr. Stringham's request to review budget amendments
7. How well is the Board performing its responsibilities? (7:40-8:20)
  - a. Charter Review
  - b. Board Training
  - c. School growth plan
  - d. Any reports from committees
8. Public Comment (8:20-8:30)
9. Next regularly scheduled meeting: April 16, 2013
10. Adjourn

Valley Academy Public Meeting Notes  
3/19/2013 at Valley Academy Charter School

In attendance: Lane Blackmore, Derek Lewis, Mike Killeen, Liz Goddard, Alisha Terry-Martin, Trent Seegmiller, Bruce Stringham, Ed Woodd, Shirlyne Quayle.  
Excused: Tonya Heyder, Doug Beecher

1. Welcome and call to order at 7:00pm

2. Trent made a motion to accept the notes from our 2/12/13 meeting. All members in favor.

3. Lane made a motion to accept the notes from our 2/24/13 special meeting. All members in favor.

4. Mission statement read by Liz Goddard

5. Board appreciation: Hillary Torgerson was recognized by the board for her wonderful contributions to the school. She organized the carpool, the book fair, and Dr. Suess Week. She is the chair of the PTO literacy committee and we appreciate all she does.

6. Mr. Woodd's report:

Do we have a signed contract with Kuhlman and associates yet? **We do not yet, but Trent is working on it. Mr. Woodd would like to have it in place before he offers employment agreements for the new year.**

After numerous discussions, the board has decided to approach the City Council with a proposal to rent 4 classrooms in the community center. The rooms are currently not being utilized for classes or meetings and would provide us with the space necessary to move our 7<sup>th</sup> and 8<sup>th</sup> grade students into the facility while freeing up space for our expanding lower grades. We will need to provide enhanced IT service and possibly sprinkle the portion of the building we occupy. We will request to be on the City Council agenda for the March 21 meeting. It is essential to have a great number of supportive families as well as board members and employees attend the meeting. **Discussion: This is one option we are exploring. Lane says that another option is to purchase more portable buildings to keep everything on our property. Due to the fire code requirements we would need to do to improve the community center, he thinks we may end up spending around \$100,000 either way. Price of the community center for rent has not been discussed yet. The city council meeting is the approval needed to begin that negotiation. Even if they approve it, we are not bound to that option. We still have time to make either plan work for next school year.**

The Technology committee consisting of 5 teachers, and Chair Ben Klepper, are narrowing the options for next year's hardware/software purchases. Under consideration: purchasing laptops for teachers to help them more fully utilize our IT infrastructure, purchase of certain software packages for lower elementary math and literacy aids, more

ipads for the elementary students and a profile server. **Discussion: Skywire has been bringing other schools in to look at our system. Skywire has also been contacted by UEN to set up other systems in Utah to be like ours.**

Finalists for music position: A committee of parents and administrators has narrowed an impressive field of candidates down two finalists. We hope to announce the successful candidate before the end of the month. The committee has decided the best way to serve our student population is to offer instrumental music options broader than just strings. Our two finalists have extensive experience with elementary and middle school strings and band programs. We have also decided to wait until we have a candidate to revise the music purchases under the start-up grant for next year. **Discussion: each of the candidates will be doing a "clinic" with the students so they can be observed teaching. One candidate is coming from New York next week to do this. The other currently lives in Thailand, and will probably do a clinic by Skype.**

When board members have finished "Born to Rise" we have faculty members waiting to read it for professional development.

## **NEW BUSINESS**

Developmental Writing Assessment (DWA) for all 5<sup>th</sup> graders was completed Wednesday, March 6. The DWA is a state mandated test and will provide a normed benchmark for us to evaluate our students. **Discussion: Liz asked if the SEI survey results are available yet. Mr. Woodd says the results are being tabulated and we will have them soon.** Mike and I are making plans for staffing next year. We anticipate the addition of one 1<sup>st</sup> grade class and two 8<sup>th</sup> grade classes (see attached Spreadsheet). A tentative schedule has been put together for the 7<sup>th</sup> and 8<sup>th</sup> grades and we will continue to adapt it after the lottery. **Discussion: The 8<sup>th</sup> grade teaching jobs are now posted to our website and we already have several applicants. Are we able to get interns from SUU and Dixie? Mike says that an intern (like a SEE teacher) costs the school 3/8 of a normal teacher's salary and that they need to be supervised by a level 2 teacher.**

Mike and Kelly have delivered flyers to all the local preschools inviting them to come and experience our Kindergarten the week following spring break.

Tonya Heyder is creating flyers to help us spread the word in the community and surrounding towns.

The re-enrollment nights Wednesday and Thursday March 6&7 were well attended. Our SEI program was discussed in detail as was our increasing use of technology to enhance learning. We told parents about the importance of filling out the income form and attending the March 21 City Council meeting in support of our efforts to lease temporary space in the Community Center.

I have been invited to make a presentation at the Harvard Nexus Emotional Intelligence World Conference June 23-26. Valley Academy's SEI program will be showcased as the only public school in the world where all faculty are certified in Emotional Intelligence Training and debriefing. Although SEL is mandated by many states, most schools rely on a single counselor to facilitate the entire program for students and staff. We are very proud of this groundbreaking program supported by a great deal of research including: Empirical research conducted by Daniel Goleman, Mayer and Salovey, the George Lucas Foundation, the Center for Social Emotional Learning, and the Six Seconds Emotional Intelligence Network has

shown that teaching social emotional skills in elementary and middle school increases academic performance and lowers stress. A meta-analysis of 213 school based SEL programs (Durlak, et al., 2011) indicates a growing base of empirical evidence that well implemented SEL programs positively influence social, health and academic outcomes in students from kindergarten through high school.

**ABSENCES**

Feb. 18-22	Absences:		18	17	15	20	70	
	Percentage:		95.70%	95.94%	96.42%	95.23%	95.82%	
Feb. 25-Mar. 1	Absences:	36	29	27	19	24	135	493
	Percentage:	91.39%	93.06%	93.54%	95.45%	94.26%	93.54%	93.80%
Mar. 4-8	Absences:	28	12	14	18		72	
	Percentage:	93.25%	97.11%	96.61%	95.64%	95.64%	95.65%	

**Valley Academy Board Meeting Enrollment Report**

413 Enrolled as of March 8, 2013

Current Class Sizes (see below):

Kindergarten:

- Johnson-25
- Mecham-25
- Karen-jane-25
- TOTAL: 75

1<sup>st</sup> Grade:

- Simmons-14
- Crunk-22
- TOTAL: 36

2<sup>nd</sup> Grade:

- Merrell-26
- Zwahlen-21
- TOTAL: 47

3<sup>rd</sup> Grade:

- Varga-23
- Bowler-23
- Freiberg-9
- TOTAL: 55

4<sup>th</sup> Grade:

- Freiberg-11
- Dunkley-22
- Billings-23
- TOTAL: 55

5<sup>th</sup> Grade:

- Isom-23
- Smith-24
- TOTAL: 47

6<sup>th</sup> Grade:

- Jacobs-25
- Starks-26
- TOTAL: 51

7<sup>th</sup> Grade:

- Mackey-24
- Monson-23
- TOTAL: 47

## **7. Mr. Stringham's Report:**

To the Board – Valley Academy Charter

**Attached** is the Statement of Profit & Loss – Budget vs. Actual for the 8 months ended February 28, 2013. This statement shows Revenues to be 66% of the amount budgeted for the full 12 months – almost exactly 8/12 (or two-thirds) of the year's budgeted revenues.

Expenses, so far, are somewhat more favorable overall, totaling just about 63% of the amount budgeted for the year. While the percentages vary widely by expense category (and will continue so until budget transfer/adjustment takes place), this overall result is a positive one – especially looking forward to the coming year's expansion prospects.

**Following** the Statement of Profit & Loss are three alternative projection results, focusing on the possible Net Profit for the fiscal year and the possible Cash position at the end of the fiscal year, June 30, 2013.

The first (high) estimate is based on the assumption that the month of December's expenses (after correction for certain non-recurring items) will be representative of the last 4 months of the fiscal year.

The second (low) estimate simply takes December's unadjusted expense total and assumes that the months of March thru June will each look the same as December. They clearly will not, but then December's expenses (unadjusted and obviously high in comparison with the months following) were used as a rock-bottom "what if?" approach.

The third (middle) estimate assumes that an average of the last 5 months' expense (with some adjustment, notably rent) will be typical of the final four months of the fiscal year. This approach, while still subject to a fair amount of fine-tuning, seems to be both comfortable and do-able.

If realized, the Net Income for the year (about \$305,000) would be 10 percent higher than originally budgeted. The Cash balance at year-end would be just over \$400,000.

**Additional** –If you were to see the income and expense detail by fund (class), you would see that some funds, perhaps unexpectedly, show a net income and others a net loss. While this will largely be remedied by making some needed and appropriate budget transfers and corrections, I anticipate spending a fair amount of time with the Academy administration and with the rule books to make sure we have a clear understanding of the constraints and options associated with the various fund designations.

That clarity is obviously needed in addressing the alternatives being considered for the coming school year. **Discussion: Bruce will be attending the mandatory training for charter business managers the first week of April. Bruce has also requested an additional amount of training after the mandatory session to get a better understanding of the different funds and the rules we have to follow for each fund.**

**8. Funds have been added because of our application the UCA. Bruce and Mike explained these funds. Lane made a motion that the funding classes and associated expenditures be incorporated in the existing budget and that the necessary adjustments be made to the budget. All members in favor.**

**9. Charter Review: The board reviewed our charter contract with the State Charter Board.**

**10. Board Training: The board read and discussed an article: "Management Expectations of the Board- The Non Profit Story Part II" by Eugene Fram. Discussion of picking a date for a board retreat by next meeting- one day- four hours or less, possibly a Saturday. Proposals for board training are more than the board is comfortable paying. Motion made by Liz to order "Policy vs. Paperclips" for all board members and administration as a resource for board training. All members in favor. Discussion: The school will buy these books to build a library of board training materials to benefit not only our board, but future boards. If any members would like to order their own personal copy, they may do that as well. Mr. Woodd will order 9 copies.**

**11. School Growth Plan: Discussion of April 1 deadline for amendment request. Our intent is to grow one grade each year until 12<sup>th</sup> grade. Ed and Mike have been researching best practices and options. We will write the amendment with broad language so we can fine-tune our plans for a hybrid model over the next year. Plans for building addition will be made as funds are available. Ed, Mike, and Alisha will be putting together the amendment request in the next two weeks so it will meet the April 1 deadline.**

**12. Reports from committees:**

- Improvement and support committee sent out a written report last week. Liz extends the invitation for anyone to attend the I&S meetings.**
- Trent reports that the IRS is getting closer to approving our 501C3 application. Because it sat so long in their office, he has had to send in some amendments in the past week, but he is now talking to a person at the IRS office.**

- Lane reports that we are getting closer to getting a final number on the building. We are within \$500,000 with Bouma.

13. Public Comment: Shirlayne Quayle talked about possible partnerships with Dixie College and the chamber of commerce. Shirlayne also asked about the possibility of teaching Mandarin in the school next year.

Discussion: Utah has a unique relationship with China in business. Ed and Mike will be exploring this option.

14. Lane made a motion to adjourn. All members in favor.

15. Next meeting scheduled for April 16, 2013.