

Valley Academy Public Board Meeting Agenda
May 21, 2013 at 5:30pm
539 N 870 W, Hurricane, UT

1. Board Interviews (5:30-6:30)
2. Closed session to discuss the character and professional competence of individuals. (6:30-7:00)
3. Regular open session- welcome (7:00)
4. Approval of minutes from 4/16/13 meeting (7:05)
5. 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.
6. Board Appreciation: (7:05-7:10)
7. How well are students achieving the outcomes for which the school was chartered? (7:10-7:55)
 - a. Mr. Woodd's monthly report to the Board
 - b. Climate Survey
8. How well are the school's finances being managed? (7:55- 8:25)
 - a. Mr. Stringham's monthly report to the Board
 - b. Discussion and action on 2013-2014 Budget
9. How well is the Board performing its responsibilities? (8:25- 8:55)
 - a. Charter Review
 - b. Board Training
 - c. Board vote to fill vacant Board member position
 - d. Discussion and action on content of year-end stakeholder satisfaction survey and Formal Director Evaluation
 - e. Discussion and possible action on Charter Contract Goals Report
 - f. Discussion and possible action on Grievance and Complaint Policy
 - g. Discussion and possible action on School Uniform Policy (specific question on color choices)
 - h. Any reports from committees
10. Public Comment (8:55- 9:00)

Please plan ahead for your comments to be 3 minutes or less. Due to open meeting regulations, please be aware that the board may not be able to formally discuss or take action on items brought up in this meeting's public comment period)
11. Next regularly scheduled meeting: June 18, 2013
12. Adjourn.

Valley Academy Public Board Meeting Minutes - 5/21/13

In attendance: Alisha Terry-Martin, Derek Lewis, Lane Blackmore, Tonya Heyder, Doug Beecher, Trent Seegmiller.

5:30- Welcome and open public meeting

- Derek made a motion to move to closed session for the purpose of discussing the character and professional competence of individuals. All members in favor.

7:00- Lane made a motion to move into open session. All members in favor.

- Lane made a motion to approve the minutes of our 4/16/13 meeting. All members in favor.
- Mission statement read by Doug.

Board Appreciation:

Liz Goddard was recognized for the service she gave to the Board during the 2012-2013 school year. We wish her the best.

Tara Freiberg was recognized for her excellent service as a teacher at the school. Tara has taken on the challenge of teaching the 3rd and 4th grade split class this year, which is a difficult task for any teacher- but her class has thrived. She has taken SEI and run with it. It is obvious to her students and parents and peers that she loves her class and loves the school. One day when there was a pizza crisis in the lunch room, Tara took her entire lunch period to make peanut butter and jelly sandwiches for the kids. Tara is always helping. We appreciate her so much!

Mr. Woodd's monthly report:

Personnel Hires:

Dave Monson will be changing roles. He will be vacating his 7th grade teaching responsibilities to become our new HR/Purchasing Director. We are overjoyed to have Dave join the admin team. He has many years' HR and training experience in industry.

Natalie Metzger will join us to take our new section of 1st grade. Natalie has already been helping us as a literacy paraprofessional and we are happy she is joining us full-time.

Dave Stevens, who is currently teaching in Minnesota, will be our new English teacher for 7th and 8th grades. In addition to his many years of teaching, Dave is a professional musician!

Thomas (Mac) McDaniel will join Adrienne on the 6th grade team. Mac is currently teaching in a remote area of Alaska. His past experience includes military service and technology expertise.

Linda Stewart will be joining us ½ time as a counselor. Linda has vast counseling experience from elementary through college.

Alisha Wisser has joined our 7 & 8th grade team as a ½ time history teacher. Alisha is a local who spent 13 years as a professional draftsman before getting her teaching endorsement.

End of year tests are completely finished and we are awaiting the results from the state.

Employees leaving:

Jessica van Klaveren, our dance teacher, is moving to Salt Lake City to be closer to family. She has obtained a High School position. We are grateful for her service and wish her the best.

Mr. Woodd went through the Climate survey that was done a few months ago. It was done by the Six Seconds Organization, sent out to our school, and broken down into stakeholder groups. Mr. Woodd showed a powerpoint presentation of slides that showed 9 different areas that were surveyed and went through the questions that were asked. 160 people responded to the survey.

Mr. Stringham's Report and Budget Public Hearing: Approval of budget scheduled for June meeting.

This financial presentation is made, at least in part, to satisfy our requirement to submit our 2013-14 school year proposed budget for Board and public review and comment. It is not expected to be a final budget for next year, but we hope and believe that it considers all the significant elements of the planned school programs for next year. Additional inputs resulting from this meeting and decisions at the state and federal levels will enable us to submit a more refined budget for State approval.

Budget (and budget process) Overview

(1) Revenue sources for Charter Schools are of three principal kinds:

- Private donations
- State sources, including funding for what is referred to as MSP (Minimum School Program) as well as for some more restricted and specialized programs
- Federal sources, including funding for a number of programs that are channeled thru the State

Valley Academy receives some of each, with by far the greatest portion coming from State allocations. Some allocation amounts included in this budget are based on "Legislative Estimates" made available by the State to all the public schools. Some amounts are estimates based on communications with various State (USOE) staff members, suggesting changes from prior years expected to result from such things as the Federal government budget "sequestration".

The major State funding allocations are based on anticipated school enrollment. In the case of Valley Academy the estimated enrollment has been targeted at 500 students (compared with 430), primarily due to the addition of two 8th grade classes and an additional 1st grade class.

Private donations, of course, are always welcomed. Such funds may be used for general school support or for specific program enhancements, as requested by the donor.

(2) Expenditures include current operating expenses as well as purchases of equipment and other assets with value and use extending beyond the budget year. As might be expected, staffing (primarily teachers) accounts for the largest share of each year's budget. However, there are other major items of expense, some of which will increase substantially in the coming year.

Staffing costs, including benefits are the subject of a separate schedule in the budget package, but will be addressed in these notes, also, as will some other major expenses.

Revenue and Expense Comparisons

	<u>2012-13</u> <u>Projected</u>	<u>2013-14</u> <u>Budget</u>	<u>Change</u>
(1) Revenues (also see schedule)			
Private donation	\$12,551	\$12,500	(\$51)
State sources	\$2,313,421	\$2,629,357	\$315,936
Federal & State	\$253,228	\$220,431	(\$2,797)
Carryover from 2012-13	(\$41,083)	\$31,190	\$72,273

	2012-13 <u>Projected</u>	2013-14 <u>Budget</u>	<u>Change</u>
(2) Salaries and Benefits (also see schedule)	\$1,411,961	\$1,716,193	\$304,232
(3) Building Rent (also see schedule)	\$338,461	\$528,200	\$189,739

Other Expenses

Most other expenses have been estimated to increase by 15%, some higher or lower, depending on whether the expense is related to number of teachers or students, facilities space, or other specific considerations.

Other Budget Notes

Details of specific line items in the budget are included in the primary budget pages. Note that some items that are relatively small in amount will be consolidated with others in a final budget submission.

While "Net Income" per books is the bottom line of the budget document, a schedule is also included showing the projected actual results (this year) and proposed results (next year) in terms of effect on the school's cash position and in terms of the modified accrual accounting system used by the State.

The documents submitted herewith are based on assumptions and estimates believed to be valid and achievable. Alternate calculations and adjustments to these projections are also in our work files, in the case of specific events occurring to require changes in our rationale.

Respectfully submitted,

Bruce M. Stringham

Valley Academy Charter
2013-14 Budget Schedules
Revenues

Funds received from:

	<u>2012-13 projected</u>	<u>2013-14 proposed</u>
Local Sources		
Private Donations	12,544	12,500
Other	<u>7</u>	
Total	<u>12,551</u>	<u>12,500</u>
State Sources		
Basic School Programs	1,123,736	1,336,776
Related State Allocations		
Local Replacement Funding	752,400	844,500
Educator Salary Adjustment	121,366	121,366
Charter School Administration	44,000	50,000
Class Size Reduction	110,785	110,297
Flexible Allocation	<u>14,187</u>	<u>15,811</u>
	1,042,738	1,141,974
Special Education		
Spec Educ - Add-On	117,315	119,655
Related Special Ed Allocations	<u>5,963</u>	<u>5,331</u>
	123,278	124,986
Other State Allocations	<u>23,669</u>	<u>25,621</u>
	23,669	25,621
Total State Allocations	<u>2,313,421</u>	<u>2,629,357</u>
State and Federal Sources		
Charter School Start Up Funds	108,807	96,000
Title IA	53,950	48,431
IDEA	74,552	67,096 **
Other Allocations	<u>15,919</u>	<u>8,904</u>
	<u>253,228</u>	<u>220,431</u>
	2,579,200	2,862,288
Allocations not drawn in 2013 *	-41,083	31,190
Total Revenues Projected / Proposed	<u>2,538,117</u>	<u>2,893,478</u>

* Allocations which have been approved thru the State application process, not used in 2013, but drawn in 2014 and beyond.

** Estimate based on 10% reduction from 2013

Valley Academy Charter
2013-14 Budget Schedules
Salaries and Benefits

2012-13 projected	Salaries	Benefits
Instruction	848,537	228,974
Admin. & Support	240,145	41,860
Facilities	46,066	6,379
	<u>1,134,748</u>	<u>277,213</u>
2013-14 Changes		
Step-up in scale	20,000	5,400
Additional Teachers (FTE) *		
1st Grade (1)		
8th Grade (2)		
Orchestra (1)		
History (1/2)		
Art/Music (1/2)		
Aides (3)		
Counselor (1/2)		
HR/Purchasing		
	245,239	33,593
	<u> </u>	<u> </u>
2013-14 proposed	1,399,987	316,206

* Note Salary per "weighted FTE" is approximately \$35,000
("weighted" means Aides are roughly 1/2 FTE,
compared with Teacher or Counselor)

Valley Academy Charter
2013-14 Budget Schedules
Expenses

Expenditures made for:	2012-13 <u>projected</u>	2013-14 <u>proposed</u>
Rents		
Land and Buildings	338,461	528,200
Equipment	7,967	9,162
<p>Building rent was incurred and paid for only 7 1/2 months of the current school year. A full 12 months' rent will be paid in year 2014 at \$44,016 per month.</p> <p>Rent on copiers and printers for year 2014 has been estimated at 115% of year 2013.</p>		
Technology related maintenance	14,400	21,657
<p>The current contract for maintenance of our technology systems includes regular charges for only 8 months of the current year, compared with a full 12 months for year 2014. Additional provision is made for year 2014 to provide for in-house help or outside consults, as necessary.</p>		
Equipment and Instruments	<u>123,627</u>	<u>100,000</u>
<p>The largest part of this line item is as follows:</p> <p>2013 tech equipment (laptops, Ipads, etc.) - funded primarily from Charter School Start Up grant.</p> <p>2014 purchases will include additional tech equipment as well as musical instruments - funded primarily from Charter School (2nd Year) Start Up grant money.</p>		
Buildings	92,000	50,000
<p>Up to \$50,000 is earmarked in the proposed budget for the acquisition of additional modular units to provide needed classroom space (3 additional classrooms).</p> <p>The amount Of \$92,000 was used in the 2013 budget year for modular units, however that amount was financed - and is being paid over 4 years.</p> <p>Similarly with the \$50,000 budgeted for 2014 - the cost of additional space may be financed, or space may be obtained thru rental, rather than purchase of additional units.</p>		

Valley Academy Charter
2013-14 Budget Schedules
Other Financial Notes

Adjustments for cash basis and accrual basis accounting:

	<u>2012-13</u> <u>projected</u>	<u>2013-14</u> <u>proposed</u>
Net Income per books	395,085	194,188
Principal payments on loans		
State revolving loan (1)	-26,960	-65,486
Modular buildings (2)	-16,950	-21,900
Net income - cash basis	<u>351,175</u>	<u>106,802</u>
Net Income per books - above	395,085	194,188
Depreciation adjustment		
26.730 - Equipment (3)	107,011	96,000
26.790 - Depreciation (3)	-10,701	-31,002
	<u>96,310</u>	<u>64,998</u>
Net Income - modified accrual basis	<u>491,395</u>	<u>259,186</u>

- (1) Valley Academy obtained a "Revolving loan" from the State of Utah in the amount of \$263,000. Payments on the loan are due each month in the amount of \$5,769. The balance owing on the loan at June 30, 2013 should be \$174,642, with the final payment due January 1, 2017.
- (2) Modular buildings purchased at the beginning of this school year are financed thru a loan from High Mark School Development LLC . in the amount of \$92,000, requiring monthly payments of \$2,000 over 48 months. The estimated balance at June 30, 2013, should be approximately \$75,000.
- (3) It is expected that approximately \$107,000 of equipment purchased in this school year will be capitalized, with depreciation charges spread over a 5 year period. Similar accounting treatment will be given to the approximately \$96,000 of equipment and instruments expected to be purchased in year 2014.

**VALLEY ACADEMY CHARTER
2013-14 Proposed Budget**

26.443 · Computer & Related Equipment	7,873.73	9,054.79
26.440 · Rentals - Other	<u>93.33</u>	<u>107.33</u>
Total 26.440 · Rentals	346,428.29	537,362.29
26.490 · Other Services	<u>4,208.66</u>	<u>5,800.00</u>
Total 26.400 · Purchased Property Services	368,817.47	569,089.06
26.600 · Supplies & Materials		
26.620 · Energy Supplies		
26.621 · Natural Gas	1,742.68	2,178.35
26.622 · Electricity	<u>14,710.23</u>	<u>18,387.78</u>
Total 26.620 · Energy Supplies	16,452.91	20,566.13
26.680 · Maintenance Supplies & Material	<u>19,936.43</u>	<u>22,926.89</u>
Total 26.600 · Supplies & Materials	36,389.33	43,493.02
26.700 · Property		
26.720 · Buildings		50,000.00
26.730 · Equipment	123,627.57	100,000.00
26.740 · Furniture	1,608.72	1,850.03
26.790 · Depreciation	<u>0.00</u>	<u>0.00</u>
Total 26.700 · Property	<u>125,236.29</u>	<u>151,850.03</u>
Total 26 · Facilities	582,888.53	818,814.43
31 · Food		
31.600 · Supplies		
31.610 · Cup-A-Soup	58.89	0.00
31.630 · Food	27.44	0.00
31.600 · Supplies - Other	<u>544.35</u>	<u>1,000.00</u>
Total 31.600 · Supplies	<u>630.68</u>	<u>1,000.00</u>
Total 31 · Food	630.68	1,000.00
45 · Building Acquisition and Constr		
45.800 · Other Objects		
45.830 · Interest	<u>3,291.19</u>	<u>3,000.00</u>
Total 45.800 · Other Objects	<u>3,291.19</u>	<u>3,000.00</u>
Total 45 · Building Acquisition and Constr	<u>3,291.19</u>	<u>3,000.00</u>
Total Expense	<u>2,136,005.93</u>	<u>2,699,290.36</u>
Net Income	<u><u>395,085.12</u></u>	<u><u>194,188.30</u></u>

**VALLEY ACADEMY CHARTER
2013-14 Proposed Budget**

	2012-13 <u>Projected Actual</u>	2013-14 <u>Proposed</u>
Income		
1000 · Revenue from Local Sources		
1500 · Earnings on Investments		
1510 · Interest	0.13	0.00
Total 1500 · Earnings on Investments	<u>0.13</u>	<u>0.00</u>
1700 · Student Activities		
1790 · Other Student Activities	7.00	0.00
Total 1700 · Student Activities	<u>7.00</u>	<u>0.00</u>
1900 · Other Rev from Local Sources		
1920 · Donations/Contributions		
1921 · Private Donations	12,544.08	12,500.00
Total 1920 · Donations/Contributions	<u>12,544.08</u>	<u>12,500.00</u>
Total 1900 · Other Rev from Local Sources	<u>12,544.08</u>	<u>12,500.00</u>
Total 1000 · Revenue from Local Sources	12,551.21	12,500.00
3000 · Rev from State Sources MSP		
3005 · Regular Basic School Programs		
3010 · Regular School Programs K-12	1,063,136.00	1,264,689.00
3020 · Professional Staff	60,600.00	72,087.00
Total 3005 · Regular Basic School Programs	<u>1,123,736.00</u>	<u>1,336,776.00</u>
3100 · Special Education		
3105 · Spec Ed - Add-On	117,315.00	119,655.00
3110 · Spec Ed - Self-Contained	2,842.00	2,899.00
3120 · Spec Ed - Extended Year	3,121.00	2,432.00
Total 3100 · Special Education	<u>123,278.00</u>	<u>124,986.00</u>
3200 · Restricted Other Basic School P		
3336 · Enhancement for At-Risk Student	6,726.00	6,629.00
3211 · Gifted and Talented	1,611.00	1,909.00
3230 · Class Size Reduction – K-8	110,785.00	110,297.00
Total 3200 · Restricted Other Basic School P	<u>119,122.00</u>	<u>118,835.00</u>
3400 · Related to Basic Programs		
3410 · FLEXIBLE ALLOCATION	14,187.00	15,811.00
3468 · School Nurses	0.00	658.00
Total 3400 · Related to Basic Programs	<u>14,187.00</u>	<u>16,469.00</u>
3700 · Misc State Revenues (non MSP)		

**VALLEY ACADEMY CHARTER
2013-14 Proposed Budget**

3719 · Chrtr School Local Replacement	752,400.00	844,500.00
3725 · ADM Distribution (Ongoing)	44,000.00	50,000.00
3799 · Online Summative Testing	<u>1,135.00</u>	<u>1,217.00</u>
Total 3700 · Misc State Revenues (non MSP)	797,535.00	895,717.00
3800 · Supplementals / Other Bills		
3805 · Reading Achievement Program	8,675.00	10,833.00
3810 · Library Books & Supplies	458.00	325.00
3876 · Educator Salary Adjustments	121,366.00	121,366.00
3882 · Teachers Materials and Supplies	<u>4,064.00</u>	<u>4,050.00</u>
Total 3800 · Supplementals / Other Bills	<u>134,563.00</u>	<u>136,574.00</u>
Total 3000 · Rev from State Sources MSP	2,312,421.00	2,629,357.00
4000 · Revenue from Federal Sources		
4500 · Restricted Fed Rev Thru State	0.00	8,903.70
4524 · Sp Ed State Level Activity	17,378.00	15,640.20
4524 · Federal IDEA-Part B	<u>57,174.00</u>	<u>51,456.60</u>
Total 4500 · Restricted Fed Rev Thru State	74,552.00	76,000.50
4600 · Other Fed/State Restricted Sou		
4625 · Charter Schools Start-up	<u>108,807.00</u>	<u>96,000.00</u>
Total 4600 · Other Fed/State Restricted Sou	108,807.00	96,000.00
4801 · Federal NCLB Title I A	<u>22,759.84</u>	<u>79,621.16</u>
Total 4000 · Revenue from Federal Sources	<u>206,118.84</u>	<u>251,621.66</u>
Total Income	<u>2,531,091.05</u>	<u>2,893,478.66</u>
Gross Profit	2,531,091.05	2,893,478.66
Expense		
10 · Instruction		
10.100 · Salaries		
10.131 · Teachers	746,865.59	932,500.00
10.132 · Substitute Teachers	17,208.00	19,746.18
10.133 · SPECIAL EDUCATION	61,215.23	65,046.00
10.141 · Substitute Deduction	-2,880.00	-3,304.80
10.161 · Teacher Aides & Paraprofessiona	<u>26,129.08</u>	<u>72,604.00</u>
Total 10.100 · Salaries	848,537.89	1,086,591.38
10.200 · Employee Benefits		
10.210 · Retirement Plan	39,929.36	49,784.00
10.220 · Social Security	62,058.00	81,441.24
10.240 · Group Insurance	110,964.04	94,215.67

**VALLEY ACADEMY CHARTER
2013-14 Proposed Budget**

10.270 · Workers Comp	3,079.47	3,943.40
10.280 · Unemployment Ins SUTA	12,942.87	16,573.93
Total 10.200 · Employee Benefits	<u>228,973.73</u>	<u>245,958.24</u>
10.500 · Other Purchased Services		
10.532 · Postage	9.33	10.73
10.550 · Printing & Binding	1,132.83	1,302.75
Total 10.500 · Other Purchased Services	<u>1,142.16</u>	<u>1,313.48</u>
10.600 · Supplies & Materials		
10.610 · General Supplies	8,330.03	9,579.53
10.616 · K - 3 Reading Program	5,694.09	6,548.21
10.641 · Textbooks/Curriculum	15,120.45	17,388.52
10.600 · Supplies & Materials - Other	4,553.00	5,235.95
Total 10.600 · Supplies & Materials	<u>33,697.57</u>	<u>38,752.21</u>
10.700 · Property (Instructional Equipme	3,454.40	3,972.56
Total 10 · Instruction	<u>1,115,805.76</u>	<u>1,376,587.87</u>
21 · Student Support		
21.100 · Salaries		
24.121 · Counselors	0.00	19,850.00
Total 21.100 · Salaries	<u>0.00</u>	<u>19,850.00</u>
21.200 · Employee Benefits		
21.210 · Retirement Plan	0.00	993.00
21.220 · Social Security	0.00	1,518.53
21.240 · Group Insurance	0.00	2,007.19
21.270 · Workers Comp	0.00	72.04
21.280 · Unemployment Ins SUTA	0.00	302.77
Total 21.200 · Employee Benefits	<u>0.00</u>	<u>4,893.53</u>
21.300 · Purchased Prof & Tech		
21.320 · Educational Services	1,241.85	1,428.13
Total 21.300 · Purchased Prof & Tech	<u>1,241.85</u>	<u>1,428.13</u>
21.600 · Supplies		
21.615 · First Aid Supplies	966.09	1,111.01
21.624.121 · Principals & Assistants	427.71	491.86
Total 21.600 · Supplies	<u>1,393.80</u>	<u>1,602.87</u>
Total 21 · Student Support	<u>2,635.65</u>	<u>27,774.53</u>
22 · Staff Support		
22.300 · Purchased Prof & Tech		

**VALLEY ACADEMY CHARTER
2013-14 Proposed Budget**

22.330 · Employee Training & Development	1,981.76	2,279.02
Total 22.300 · Purchased Prof & Tech	1,981.76	2,279.02
22.500 · Other Purchased Services		
22.531 · Direct Deposit Fees	1,084.40	1,138.62
Total 22.500 · Other Purchased Services	1,084.40	1,138.62
22.600 · Supplies	2,185.77	2,513.64
Total 22 · Staff Support	5,251.93	5,931.28
23 · Charter School Admin		
23.500 · Other Purchased Services		
23.522 · Liability Insurance	18,669.27	21,469.66
Total 23.500 · Other Purchased Services	18,669.27	21,469.66
Total 23 · Charter School Admin	18,669.27	21,469.66
24 · School Administration		
24.100 · Salaries		
24.121 · Principals & Assistants	162,565.63	165,359.00
24.152 · Secretarial & Clerical	77,579.73	83,308.00
Total 24.100 · Salaries	240,145.36	248,667.00
24.200 · Employee Benefits		
24.210 · Retirement Plan	8,128.28	10,832.00
24.220 · Social Security	17,510.08	19,023.03
24.240 · Group Insurance	11,699.09	21,313.80
24.270 · Workers Comp Insurance	871.53	902.46
24.280 · Utah Unemployment	3,651.17	3,780.74
Total 24.200 · Employee Benefits	41,860.16	55,852.03
24.300 · Purchased Professional & Tech		
24.310 · Official & Admin Services	25,687.00	34,540.05
24.320 · Professional - Educational Serv	0.00	0.00
24.300 · Purchased Professional & Tech - Other	37,840.00	50,000.00
Total 24.300 · Purchased Professional & Tech	63,527.00	84,540.05
24.500 · Other Purchased Services		
24.531 · Telephone	6,178.51	7,105.28
24.532 · Postage	257.37	295.98
24.540 · Advertising	3,378.99	3,885.83
24.550 · Printing & Binding	286.40	329.36
24.580 · Travel/Per Diem	10,616.11	12,208.52
24.500 · Other Purchased Services - Other	85.12	97.89
Total 24.500 · Other Purchased Services	20,802.49	23,922.87

**VALLEY ACADEMY CHARTER
2013-14 Proposed Budget**

24.600 · Supplies	21,652.41	24,900.28
24.800 · Other Objects		
24.810 · Dues & Fees	2,635.11	3,030.37
24.830 · Interest	<u>5,210.39</u>	<u>3,800.00</u>
Total 24.800 · Other Objects	<u>7,845.49</u>	<u>6,830.37</u>
 Total 24 · School Administration	 395,832.92	 444,712.59
 25 · Central Services		
25.300 · Purchased Professional & Tech		
25.310 · Official & Admin Services	<u>11,000.00</u>	<u>0.00</u>
Total 25.300 · Purchased Professional & Tech	<u>11,000.00</u>	<u>0.00</u>
 Total 25 · Central Services	 <u>11,000.00</u>	 <u>0.00</u>
 26 · Facilities		
26.100 · Salaries		
26.180 · Operation & Maintenance	35,557.87	35,700.00
26.182 · Custodial & Maintenance	5,508.60	9,180.00
26.100 · Salaries - Other	<u>5,000.00</u>	<u>0.00</u>
Total 26.100 · Salaries	46,066.47	44,880.00
 26.200 · Employee Benefits		
26.210 · Retirement Plan	2,044.60	1,785.00
26.220 · Social Security	3,446.45	3,433.32
26.240 · Group Insurance	0.00	3,418.95
26.270 · Workers Comp Insurance	168.40	164.06
26.280 · Utah Unemployment	<u>719.52</u>	<u>700.99</u>
Total 26.200 · Employee Benefits	6,378.97	9,502.32
 26.400 · Purchased Property Services		
26.410 · Utility Services		
26.412 · Disposal Services	<u>1,642.53</u>	<u>1,888.91</u>
Total 26.410 · Utility Services	1,642.53	1,888.91
 26.415 · Fire Protection	 362.44	 416.81
26.430 · Repairs & Maintenance		
26.431 · Non-Technology Repairs & Maint	997.28	1,146.87
26.432 · Technology-related Repairs & Mn	<u>14,400.33</u>	<u>21,657.35</u>
Total 26.430 · Repairs & Maintenance	15,397.61	22,804.22
 26.438 · Pest Control Services	 777.93	 816.83
26.440 · Rentals		
26.441 · Land & Buildings	338,461.22	528,200.16

Charter Review/Board Training: Discussion of Board members completing all available GBOT modules by June 1.

Board Member Opening: Derek made a motion to fill the opening in the Board with Jimmy Ashley. All members in favor.

Content of year-end Stakeholder Satisfaction survey: Discussion of use of the Climate survey as the year-end survey because so many of our stakeholders participated. Discussion of open-ended questions being less productive than scientifically formulated questions. For this year, the climate survey will be used as the year-end stakeholder survey. In the future, the Board would like to be more involved in formulating and creating questions for climate surveys. This climate survey will be the baseline for the future to build and refine the information we are able to collect from our stakeholders. At the Board Retreat, the Climate survey will be looked into at a much deeper level.

Formal Director Evaluation: Ed had requested his staff survey to be sent out last week. Per his request, the survey was collected Monday and sent to him. Ed then requested his survey to be split into teachers and other staff. The survey will need to be re-sent in order to accomplish this. Ed will pick 19 questions that he feels are applicable to staff members. The full survey will be sent to classroom teachers only.

Charter Contract Goals: Last month the State Charter Board sent out our compliance on the goals in our charter contract.

- Ed reports that he has not yet discovered why we have a violation for a missing test. Scott Smith reported that we had missed the DWA testing window. Ed will follow up and report to the Board before the next board meeting.
- Ed reports that he has not yet discovered why 3 of our teachers are listed as not qualified in CACTUS. He suspects that this is mis-reported. He will follow up before the next board meeting.
- Cash on hand- Bruce reports that actual is 74 days cash on hand. He feels that with current budget and expenses, it may take a couple years to get to the point where we have the stated goal of 90 days cash on hand.
- Ed reports that he has not yet found out which reports we have not turned in or turned in late. He will follow up before the next board meeting.
- Ed reports that state testing was done online and that we should find out the results before September.
- Bruce reports that financial numbers are better than reflected in the report. These numbers may be from last year. Facilities costs are actually .19 instead of the reported 2.28.
- Board members completing the online GBOT quizzes- everyone is working on this right now and we expect to be 100% on this goal by June 1.
- Ed reports that the Character Development, Arts, and Technology are being done at 100% in all classrooms.

Measure	Metric	Performance
Ethical conduct	Number of board violations of statute, State Board rule, or charter agreement as of date of amendment request submission.	<p>Goal: 0</p> <p>Actual: (Violations must be reported to the board as soon as Administration is aware of them. Otherwise this goal is assumed fulfilled)</p> <p>State Reporting: 1 violation for missing a DWA test</p>
Regulatory and reporting compliance	Percentage of teachers properly licensed and endorsed for teaching assignment as of date of amendment request submission.	<p>Goal: 100%</p> <p>Actual: (Violations must be reported to the board as soon as Administration is aware of them. Otherwise this goal should be reported at the start of each school year and each time a new teacher is hired.)</p> <p>State reporting: 91% compliance, with 3 teachers listed in CACTUS as not qualified for their assignments (M, V, Y)</p>
Regulatory and reporting compliance	Percentage of employees and board members with completed criminal background checks as of date of amendment request submission.	<p>Goal: 100%</p> <p>Actual: (This goal should be reported on at the beginning of each school year and with the hiring of each new staff member)</p> <p>State reporting: 100%</p>
Audit findings or recommendations	Number of material findings, financial condition findings, or repeated significant findings in prior fiscal year	<p>Goal: No findings</p> <p>Actual: (This goal should be reported in December when audit findings are given to the school, or if a known violation occurs)</p> <p>State reporting: No findings</p>
Current assets to total annual operating expenses	$\frac{\text{Current Assets}}{\text{Prior 12 months Operating Expenses} \div 360}$	<p>Goal: 90 days</p> <p>Actual: (This should be reported each month)</p> <p>State reporting: 561</p>
Regulatory and reporting compliance (page 2, reporting FY 2013)	Percentage of all required reports that are submitted to state agency complete, accurate, and on time	<p>Goal: 100%</p> <p>Actual: (This should be reported each month)</p> <p>State reporting: 94% compliance</p>
Student attendance rate (page 5, reporting FY 2013)	All student attendance/all student membership	<p>Goal: 95%</p> <p>Actual: (This should be reported each month along with the enrollment report)</p>
Within year enrollment rate (page 5, reporting FY 2013)	Percentage of students continuously enrolled throughout the year	<p>Goal: 95%</p> <p>Actual: (This should be reported in May of each year)</p>
Year to year enrollment rate (page 5, reporting FY 2013)	Percentage of students enrolled from one year to the next	<p>Goal: 85%</p> <p>Actual: (This should be reported after the lottery is held each year)</p>

Continuous reenrollment rate (page 5, reporting FY 2013)	Percentage of students enrolled for all available years	Goal: 85% Actual: (This should be reported at the start of each school year)
Progress score on UPASS (page 7, reporting FY 2013)	Attainment of minimum status composite score (school wide) on UPASS	Goal: 205 Actual: (This should be reported in September of each year. If goal is not reached, a correction and action plan should be presented)
Proficiency levels on state assessments by subject (page 7, reporting FY 2013)	Percentage of students scoring at proficiency on CRT, by subject, by disaggregated groups	Whole school and all subgroups: Language arts- Goal:85%/Actual: Writing- Goal:85%/Actual: Mathematics- Goal:83%/Actual: Science- Goal:81%/Actual: (This goal should be reported in September of each year. If goals are not reached, a correction and action plan should be presented)
Proficiency levels on reading (page 7, reporting FY 2013)	Proficiency score on DIEBELS next (3rd grade)	Goal: 85% Actual: (This should be reported at the beginning and middle of the year. If the school did not meet its goal, the Director should create an action plan and report monthly on the progress of implementation and the results of student learning.)
Proficiency levels on math (page 7, reporting FY 2013)	Percentage of students scoring minimum math proficiency (6th grade)	Goal: 80% Actual: (This goal should be reported in September of each year. If goals are not reached, a correction and action plan should be presented)
Current ratio (page 10, reporting FY 2013)	Current Assets/Current Liabilities	Goal: >1.15 Actual: (This should be reported monthly) State reporting: 6.10
Debt ratio (page 10, reporting FY 2013)	Total Liabilities/Total Assets	Goal: < 0.9 Actual: (This should be reported monthly) State reporting: 1.64
Occupancy costs (page 10, reporting FY 2013)	Facility Costs/Operating Revenues	Goal: < 0.22 Actual: (This should be reported monthly) State reporting: 2.28
Maintain applicable bond covenants (page 10, reporting FY 2013)	No default certification, Audited Financial Statements	Goal: 100% Maintained Actual: (This should be reported in December of each year or when any non-compliance occurs) State reporting: 100% maintained

Adherence to budget (page 10, reporting FY 2013)	(Budgeted expenditure- Expenditure)/Budgeted expenditure	Goal: 5% Actual: (This should be reported monthly) State reporting: 110%
Board member development	Percentage of Board members passing all available board training modules on the State Charter Board website	Goal: 100% Actual: (This should be done in the month that it was sent out) State reporting: 29%
Character Development	Percentage of classrooms implementing character development program, evaluated twice annually by the Accountability Committee and the Board	Goal: 100% Actual: (This should be reported by the Accountability Committee in December and May)
Fine and Performing Arts	Percentage of classrooms implementing fine and performing arts programs, evaluated twice annually by the Accountability Committee and the Board	Goal: 100% Actual: (This should be reported by the Accountability Committee in December and May)
Technology	Percentage of classrooms regularly utilizing technology in curriculum implementation, evaluated twice annually by the Accountability Committee and the Board	Goal: 100% Actual: (This should be reported by the Accountability Committee in December and May)

- Accountability committee needs to be reformed and strengthened. This will be moved to June meeting for discussion.

Grievance and Complaint Policy: Discussion of procedure to pull up policy and read through it to make sure we are following it every time a complaint comes to the Board. In the future, the Board needs to make sure that a final decision is given to the complainant, and not referred to anyone/anything else. Discussion of hearing both sides of the complaint. Policy is good and clearly written.

Uniform Policy (specific question of color addition): Discussion of a small sample survey that was done on Facebook where the majority of people voiced an opinion to keep the dress code the same. Discussion from parents of the current colors being boring or dingy or masculine. Question was asked if the color of shirts has anything to do with learning or is it effecting learning? Discussion of keeping the uniform policy the same for now and looking at it at a future date- possibly a year or two. We are currently having some difficulty getting kids to follow the dress code as it is. Let's get the current dress code concrete and build our school climate before we talk about changing anything. Lane made a motion to keep our dress code policy the same for now. All members in favor.

Reports from Committees: Lane reports that he has found an option for classroom space for next year. We have the option to lease three modular units that will equal 4 classrooms and one community gathering space. Lane has talked with Hurricane City on a plan that they agree to. The units will need to be placed on a concrete pad

that will be utilized for some other projects after the modular space is no longer needed. We may be able to refinance the total modular cost at a lower interest rate and have a lower payment than we have currently. Leasing these classrooms will help for future plans of building expansion since we can use the concrete pad for another purpose when we add to the building and no longer need the modular space.

Public Comment: Discussion of Utah being 5th in the nation for teen suicides. Southern Utah is the highest in Utah.

Next meeting scheduled for June 18, 2013.

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

9:30pm