

**NOTICE OF PUBLIC MEETING  
UTAH VIRTUAL ACADEMY CHARTER SCHOOL  
Board Meeting**

Pursuant to Utah Statute 52-4-202, notice is hereby given to the members of the Utah Virtual Academy Governing Board members and to the general public that the Governing Board will hold a public meeting, open to the public as specified below. The Governing Board reserves the right to change the order of items on the agenda. One or more members of the Governing Body may participate in the meeting by telephonic communications.

Pursuant to Utah Statute 52-4-201, the Governing Body may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda or to review, to discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

Persons with a disability may request a reasonable accommodation by contacting Stacey Hutchings at 801-262-4922. Requests should be made as early as possible to allow time to arrange the accommodation. Online attendance is available at <https://sas.illuminate.com/m.jnlp?password=M.0E8B3F69DB57DE128331A4AF2A452C&sid=559>. Please log in at least 10 minutes before the meeting as software download may be necessary.

Monthly Board Training Time – 6:00 PM “Understanding the Related Services Database” Shelly Strahan

DATED AND POSTED this 20<sup>th</sup> Day of February 2015

By \_\_\_\_\_  
Brian Maxwell, Board Chairman

**UTAH VIRTUAL ACADEMY CHARTER SCHOOL  
February 25, 2015 6:30 PM( 6:37 P.M.)**

**A. Roll Call –  
Annalisa Pixton-Public  
Stacy Hutchings-Head of School  
Shelley Strahan-SPED  
Bryan Maxwell-Excused  
Jeff Rodgers-Board Member  
Brittany Reed-Board Member-Not Present  
Wade Faraway-Vice Chair Board- Conducting  
Angie Kreitzer on line-Middle School Provision  
Meghan Meredith-High School Principal  
Mike Livsey-K-5 Principal  
Stephanie Smith-Board Member  
Tracy Krandal-Title 1  
Teresa Tackman-Operations  
Abe- K12 on line  
Britney Wanlass- Online UTVA staff**

- B. **Call to the public** - This is the time for the public to comment. Members of the Governing Board may not discuss items that are not specifically identified on the agenda. Therefore, action taken as a result of public comment will be limited to directing school staff to study the matter, respond to any criticism, or schedule the matter for further consideration and decision at a later date. 10 minutes

**No public comment**

**School Update (30 Minutes)**

- A. **Head of school Update** – - School metrics – including current organizational chart, retention, Scantron, demographics, teacher hiring, and charter board performance measures including retention and academic progress. (Attachment HOS Report folder)  
**-How are we assisting ESL parents? Are they getting involved?**  
**-Attendance policy issues**  
**-200 Administrative withdrawals- exit- truancy and follow up- Forgot**  
**-Direct HOS for next building, how many are lost within this process. If we need to track, we need to do so. Depends likely on grade level/ age?**  
**Languages—30 students High ..Technology-issue getting teacher**  
**Abe- Wages- 5 grand more to pay for Technology person. yes**  
**review Legislative issues..**

*Motion to approve acceptance of state revenue made by Stephanie Smith, 2<sup>nd</sup> Wade Faraway, and Approved Unanimously*

*Motion to move to C by Stephanie Smith, 2<sup>nd</sup> by Jeff Rodgers and Approved Unanimously - Angie to present to Brittany Wanlass for outstanding service.*

**Finance Session (30 Minutes)**

- A. Finance Review and possible Board Acceptance (Document)  
**Discussion and possible action regarding approval of financial pack.** Approval of payment register, bid tracking and bank reconciliation, acceptance of state revenue and approval of payments to K12 (attachment)  
*Motion to approve acceptance of state revenue, payment and deposit register, bid tracking, bank reconciliations made by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*  
**Zions Bank-Motion-Fees-issues with Zions-2600 in bank-Look and see how we divide funds. Maintain two accounts. How do we want to.. Plan for Treasury plan for next month-keep simple**  
*Motion to approve Payment of 1.2 mill by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*

**Look at costs for 3<sup>rd</sup> party SPED funds. We can make classification adjustments.**

## Board Business

- B. Discussion and possible approval of Minutes from the December 17th, 2014 Board meeting. (Document A)**  
*Motion to approve December 17, 2014 Minutes by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*

### **C. Board Teacher Cash Award Presentation – Brittany Wanlass**

- D. Discussion and possible approval of contracts - Special education related services contracts and School Support Team.**

- a. GoalView-5155 IEP Management software, funded by SPED**  
*Motion to approve GoalView by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*

- b. iBehave-Social skills for Autism, 85/hr**  
*Motion to approve iBehave with cap of 7500 by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*

- c. Co-mprehensive Psych-Jane Osborne-**  
*Motion to approve Jane Osborne by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*

- d. Innovations Education – School Support Team-20,000**  
*Motion to approve 50,000 grant and cover 20,000 contract and come back to board with Matrix by Jeff Rodgers, 2<sup>nd</sup> Stephanie Smith, and Approved Unanimously*

- E. Discussion and possible approval of expenses for office move**

- a. Panel door-**  
*Motion to Panel doors per engineers spec by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*

- b. Moving IT/data/electrical**  
*Motion to Virtual Technology by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*

- F. Discussion and possible approval of staffing agreement changes for SY 2015-2016.**

**Directing HOS to make up plan for high quality teachers and metrics.**

**Direct Shelley to find out if we can stipends for TITLE 1 schools**

**Masters degree in education Higher degrees**

**Title 2 program for higher education**

**Come back to Board**

- G. Discussion and possible approval of changing Student Information Systems for SY 2015-2016. Possible change from Aspire to Power School or other SIS.**

- H. Update and discussion regarding alternative high school plan.**

**Reporting on alternative high school. Separate school within our LEA or have it as additional pathway .. Come up with 2 plans that HOS**

- I. Discussion and review of Charter Fidelity document.** Review goals and discuss possible charter amendments. Direction to work with chair of board for approval for next meeting.

**J. Discussion and possible approval of SY 2015/2016 Calendar**

*Motion to approve 2015-2016 Calendar by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*

**K. Board Protocols Review** – finance chair approvals, signing checks, etc.  
**5000 and above to approve with the Board**

**L. Discussion and possible approval of new board members.**

None

-Open Comment from principals and staff Educated on...

Brag from 95% 3-11 Writing

**M. Executive Session to discuss possible real estate transaction and possible litigation.**

*Adjournment: Motion to adjourn by Stephanie Smith, 2<sup>nd</sup> Jeff Rodgers, and Approved Unanimously*

## DOCUMENT A

### NOTICE OF PUBLIC MEETING UTAH VIRTUAL ACADEMY CHARTER SCHOOL Board Meeting

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<https://sas.illuminate.com/m.jnlp?password=M.0E8B3F69DB57DE128331A4AF2A452C&sid=559>. Please log in at least 10 minutes before the meeting as software download may be necessary.

Monthly Board Training Time – 6:00 PM “Understanding the Related Services Database” Shelly Strahan

DATED AND POSTED this 15th day of December, 2014

By \_\_\_\_\_  
Brian Maxwell, Board Chairman

**UTAH VIRTUAL ACADEMY CHARTER SCHOOL**

**December 17, 2014 6:30 PM**

**Minutes by Stephanie Smith**

**C. Roll Call –**

**Stacy Hutchings- Head of School**

**Brian Maxwell- Chair of the Board**

**Wade Faraway-Vice Chair of the Board**

**Mike Livsey-K-5 Principal**

**Tracy Crandall- Title 1 Coordinator**

**Meghan Meredith-High School Principal**

**Jeff Rodgers-Candidate for the Board**

**Stephanie Smith-Treasurer of the Board**

**Britney Reed-Excused**

**Abe-Finance K-12 online**

**TaMerra Hight- Middle School Teacher-Online**

**Angie Kreitzer-Middle School Principal- Online**

- D. Call to the public -** This is the time for the public to comment. Members of the Governing Board may not discuss items that are not specifically identified on the agenda. Therefore, action taken as a result of public comment will be limited to directing school staff to study the matter, respond to any criticism, or schedule the matter for further consideration and decision at a later date. 10 minutes

No Comment from Public

**School Update (30 Minutes)**

- B. Head of school Update – -** School metrics – including current organizational chart, retention, Scantron, demographics, teacher hiring, and charter board performance measures including retention and academic progress. (Attachment HOS Report folder)  
**Review school grading.**  
**What is hurting high school is Grad rate. We are making improvements in Academics.**

**Finance Session (30 Minutes)**

- B. Finance Review and possible Board Acceptance (Document)**  
**Discussion and possible action regarding approval of financial pack.** Approval of payment register, bid tracking and bank reconciliation, acceptance of state revenue and approval of payments to K12 (attachment)  
*Motion to approve acceptance of state revenue made by Stephanie Smith, 2<sup>nd</sup> Wade Faraway, and Approved Unanimously*  
*-Motion to approve payments 1.47K made by Stephanie Smith, 2<sup>nd</sup> Wade Faraway, and Approved Unanimously*  
*-Motion for Board Acceptance of Bank Rec by Stephanie Smith, 2<sup>nd</sup> by Wade Faraway, Approved Unanimously.*

**Board Business**

- N. Board Teacher Cash Award Presentation –** Middle School Teacher TaMerra Hight to receive the Board's Cash Award for top performance in Study Island exposure numbers.  
**Congrats to TaMerra – 250 Bonus from the board for Study Island results.**

**O. Discussion and possible approval of Minutes from the November 19th, 2014 Board meeting. (Document A)**

*-Motion to Accept Minutes by Wade Faraway, 2<sup>nd</sup> by Stephanie Smith, Approved Unanimously.*

**P. Discussion regarding school grading and PACE report. HOS and Principals to report to board.**

**Q. Discussion and possible approval of Response to Charter Board. Request for response regarding school improvement plans to all charters in lowest quartile of performance measures.**

*-Motion to Accept Board response with amendment to letter and addition of progress charts by Wade Faraway, 2<sup>nd</sup> by Stephanie Smith, Approved Unanimously.*

**R. Discussion and possible approval of pilot drop in centers. Drop in centers in 3 areas of state for 1-2 days each week starting in January.**

*-Motion to Accept the pilot drop in center by Wade Faraway, 2<sup>nd</sup> by Stephanie Smith, Approved Unanimously.*

**S. Discussion and possible approval of change of retirement plan provider. Current 403b with Oppenheimer to change to 401k through ISIhr.**

Hold until January Meeting

**T. Discussion and possible approval of 2014/2015 Performance Pay Plan. Board directed adjustment to include a \$1000 bonus for teachers who reach 70% SAGE proficiency in assigned subject areas.**

*-Motion to Accept Performance Pay plan with amendment for money to be set aside for board to have money set aside for on spot bonuses by Wade Faraway, 2<sup>nd</sup> by Stephanie Smith, Approved Unanimously.*

**U. Discussion and possible appointment of “board designee” for the purpose of expenditure approval within the finance policies.**

*-Motion to Accept Financial Committee as Board Designees and amend policy by Wade Faraway, 2<sup>nd</sup> by Stephanie Smith, Approved Unanimously.*

**V. Discussion and possible approval of new board members.**

Jeff Rodgers- STEM Focus

*-Motion to Accept Jeff Rodgers to the Utah Virtual Academy School Board, 2<sup>nd</sup> by Stephanie Smith, Approved Unanimously.*

**W. Executive Session to discuss possible real estate transaction and possible litigation.**

Out of Executive Session

*-Motion to Accept Lease for 5 years and move school office by Wade Faraway, 2<sup>nd</sup> by Stephanie Smith, Approved Unanimously.*

**Adjournment**

*-Motion to Accept Adjourn by Stephanie Smith, 2<sup>nd</sup> by Wade Faraway, Approved Unanimously.*