



## Board Meeting Minutes

Meeting Information	
<b>Date:</b>	March 25, 2015
<b>Time:</b>	7:00pm
<b>Location:</b>	Renaissance Academy, 3435 North 1120 East, Lehi, UT. 1 <sup>st</sup> floor in the Rousseau room (southwest corner classroom)
<b>Next Meeting:</b>	April 15, 2015

Attendee Information			
Board Members		Invited Guests	
Attended	Name	Attended	Name
x	Mariah Fralick, Board Vice Chair		
x	Jennifer Orten, Board Member	<b>Public in Attendance</b>	
x	Ryan Hunter, Board Member	<b>Attended</b>	<b>Name</b>
x	Mike Bentley, Board Member	x	Patti Davis
x	Jared Barfuss, Board Member		
x	Chris Wareham, Board Member		
Schoolhouse			
Attended	Name		
x	Mark Ursic, Executive Director		
x	Stephanie McCappin, Dean		
x	Holly Lyons, Executive Assistant		

Motions, Votes and Approvals			
#	Motion made by	Motion	Vote
1	Jared Barfuss	Jared moved to approve the minutes from the February 25, 2014 Board Meeting.	Mike Bentley seconded. All voted in favor.
2	Ryan Hunter	Ryan moved to accept Mark's proposal for the School LAND Trust funds.	Mike Bentley seconded the motion, all voted in favor.
3	Ryan Hunter	Ryan moved to approve bylaws.	Jennifer Orten seconded, all voted in favor.
4	Ryan Hunter	Ryan moved to go into closed session.	All voted in favor by name.
5	Ryan Hunter	Ryan moved to close the meeting.	Jared Barfuss seconded the motion. All voted in favor. The meeting was adjourned at 9:45 pm.
Time			
7:10 pm	<b>Welcome and Call to Order</b>		
7:11 pm	<b>Approval of Minutes</b> Jared moved to approve the minutes from the February 25, 2015 Board Meeting. Mike seconded. Ryan abstained. All else voted in favor.		
7:13 pm	<b>Executive Director Update</b> Mark discussed the Red Apple Financial Summary. Mark has asked Red Apple to keep the actuals		

more up-to-date (they are always a month off), but they have said they aren't going to change to their practice to allow for more current records.

In the last Board meeting, adjustments were made to the forecast numbers in order to meet the minimum 1.1 debt service coverage ratio. This included \$130,000 in cuts. Each cut is highlighted on the report, because they are suggestions from Red Apple for amendments to vote on at the current meeting. Mark said he wanted to put this off until June, because further changes to the current adjustment suggestions are likely.

Ryan asked if curriculum still needed to be purchased this year or next year. Mark explained that there were not, because of the curriculum additions made in the last couple of years. There are not any necessary additions for 2015-2016.

At the request of Chris Wareham, Mark summarized of the main areas where the suggested budget cuts came from.

Mariah asked about professional development, and Mark said that the more experienced teachers had been providing internal trainings, but that they had not seen a need to bring in anyone yet this year. Next year, they do plan to have someone from outside come in to provide training.

7:28 pm

### **Enrollment**

Mark described the outlook for enrollment for 2015-2016. Since the last meeting, the lottery has been run. There were 844 openings set up, even though the school is authorized to hold 744 students. Every year each grade level has been over-enrolled to account for those that move, change their minds or choose a different school. Mark said the goal is to have 28 in each classroom. This is the 9<sup>th</sup> year that Renaissance Academy has been in operation, and this year there are more charter schools than every other year. A new charter school is opening in Lehi across Timpanogos Highway. The school will always lose students to the competition because of distance. Mark and Susi have been working on managing the offer process in a more hands-on way. This means contacting people who have not accepted their offers and staying involved with families to keep them engaged and committed to bringing their families to RA. It also means having an ongoing discussion about what tactics are working for enrollment and what aren't.

Originally the plan was to turn Chinese New Year into an open house. However, there were so many RA families that planned to attend, that it turned out to not be the best opportunity to showcase the school. Now Middle East feast is coming up. Although this is different than the other two cultural activities, if the school provides an open house for lottery participants, there will probably be a separate event staged specifically for this purpose.

Mark said that he planned to keep an eye on the actual re-enrollment number this year. There are currently 684 kids re-enrolled, which is 92.5% re-enrollment. Usually re-enrollment gets to around 80% by October 31<sup>st</sup>, so the current number is expected to trend down.

Mariah explained that October 1st is the final deadline for kids to be in seats, which is when the school is audited for enrollment. Until this year there was no attempt to fill seats of the kids who left after the October deadline. Last year the school ended up with fewer students than the prior year, despite adding a class of 26 students. So this year, the school continued to admit students after the deadline, if classes were able to accommodate for the necessary grade level. New students came to the school

	because their families moved into the area or because of trouble at other schools.
7:31 pm	<i>Jennifer Orten arrived</i>
7:31 pm	Mark and Jared discussed strategies for bringing in more students. Jennifer asked about waitlists and pointed out the importance of engaging six and seventh graders (and parents) now, before the end of the school year, to make sure we are retaining them. The schedule that is offered has an influence on middle school enrollment in that it determines what classes can be offered. Our schedule has really improved from past years. There will be some tweaks going into next year. There are some unavoidable schedule changes due to staffing and enrollment changes, as well as the yearly addition of the new immersion class.
7:57 pm	<p><b>HR Update</b></p> <p>Mark and Stephanie started interviewing this week. Stephanie and Julie Walker went to a job fair at BYU and made some contacts. This year there is a greater level of trust among current staff, and this has allowed the Administration to get an early start on the hiring process. This has allowed Stephanie and Mark to find stronger candidates. The Board and Administration discussed whether the retention goals leave room for making the necessary staffing changes. However no changes were made to the retention goals.</p> <p>Mariah requested that in the future all three survey results (parent, student, teacher) be aggregated into one document.</p>
8:24 pm	<p><b>Teacher Survey Results</b></p> <p>Mark passed out a table showing measurable differences between this and last year's survey results (included in the Board Meeting archive folder). The improvement in the culture and employee satisfaction level is encouraging.</p>
8:28 pm	<p><b>Fieldtrip Update</b></p> <p>Grade levels vary in the number of fieldtrips they will offer this year. The majority of the grade levels will go on at least 3. By the end of the year, 7<sup>th</sup> grade will have gone on 6 fieldtrips. Jennifer pointed out that having fieldtrips earlier in the year would be advantageous for student retention.</p> <p>There was also a discussion on Phoenix tickets. Some Board Members noticed that the use and delivery of tickets didn't seem to be evenly or fairly distributed among grade levels, classes and students. Some teachers pass them out regularly and to the same students, while other teachers or grades use the tickets less often.</p> <p>Mariah asked for a report on growth in immersion. Mark said that development of the immersion program has led to more involvement in the visa sponsoring process. It is a worthwhile investment for a lot of reasons; one being that it gives stability to the World Language program. It does mean that the school is covering fees for the process. Mark mentioned that it might be a good approach for the Arabic program as well.</p> <p>Mariah said that in the next meeting she would like to hear an overview of changes and transitions happening in the World Language program.</p>
8:43 pm	<p><b>School LAND Trust Fund</b></p> <p>Mark explained that the LAND Trust is a funding stream coming from the state with a lot of strings attached to it. He said the state asks for detailed reporting and accountability—they want to know how use of the money affects student learning. In order to simplify using these funds, Mark has chosen that the funds go towards adding technology to the school. The three-year plan had been to replace the computers in the labs, but in the last major replacement, the school bought into a technology that had</p>

	<p>some glitches. Currently there is one mobile lab, and another lab will be added with the space station.</p> <p>Even with the availability of going to a lab, teachers have said they would like computers in their rooms. They would like to work computers into one of their centers rotations. So Mark proposed that the LAND Trust go towards purchasing 3 computers for each K-5<sup>th</sup> classroom. If the school receives a larger grant than expected, a set would be added for 6<sup>th</sup> grade.</p> <p>Jennifer asked about the possibility of adding new speakers in the auditorium. Mark said he would love to use the funding for new speakers, but use of the money has to correlate with student performance, and audio equipment is on a list of things the state has specified that the money is not for. Jennifer pointed out how the speaker situation impacts public reception of the school. Mark agreed, and said funds for an audio system will come from a different place when possible.</p> <p>Mark and the Board discussed how the computers for Elementary school would be used (Mark reiterated- primarily for centers), and what other options were taken under consideration. Mark said the only other thing he had looked at was an expansion of iPads for teachers.</p>
9:01pm	<b>Motion.</b> Ryan moved to accept Mark's proposal for the School LAND Trust funds. Mike seconded the motion, all voted in favor.
9:03 pm	<b>Space Center</b> Mark had a contractor ready to start on the space center, but then Mark left for Egypt and was unable to send emails back and forth. There should be a contractor ready to start work in the next few days. Mariah asked if the contractor coming in had provided a timeline; Mark said the projected time was 2-3 months.
9:07 pm	<b>Bylaws</b> Mariah pointed out that the Ends Policy had been changed to include the new Vision and Mission. She also asked that the Board Management Calendar be used to hold Mark accountable for bringing proofs to the meetings (rather than other calendars that have been developed in the past). However, she said she would like the Board to have a calendar which would indicate when they should expect reporting on testing and other state deadlines.
9:10 pm	<b>Motion.</b> Ryan moved to approve bylaws. Jennifer seconded, all voted in favor.
9:11 pm	<b>Motion.</b> Ryan moved to go into closed session described under Section 52-4-204, held for: (a) discussion of the character, professional competence, or physical or mental health of an individual. All voted in favor by name.
9:45 pm	<b>Motion.</b> Ryan moved to close the meeting. Jared seconded the motion. All voted in favor. The meeting was adjourned at 9:45pm.