



## Board Meeting Minutes

Meeting Information	
<b>Date:</b>	April 23, 2014
<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>	May 21, 2014

Attendee Information			
Board Members		Invited Guests	
<b>Attended</b>	<b>Name</b>	<b>Attended</b>	<b>Name</b>
x	Carolyn Bayly, Board Chair	x	Matt Lovell
x	Mariah Fralick, Board Vice Chair	<b>Public in Attendance</b>	
x	Heather Miller, Secretary	<b>Attended</b>	<b>Name</b>
x	Ryan Hunter, Treasurer	x	Angel Holmes
x	Cameron Sabin, Trustee	x	Spencer Stokes
x	Jennifer Orten, Trustee	x	Alicia Roberts
<b>Schoolhouse</b>		x	Jen Taylor
<b>Attended</b>	<b>Name</b>	x	Caleb Fralick
x	Mark Ursic, Executive Director	x	Cade Kearsely
x	Stephanie McCappin, Dean		
x	Holly Lyons, Executive Assistant		

Motions and Approvals			
#	Motion made by	Motion	Vote
1	Ryan Hunter	Ryan Hunter made a motion to approve the minutes from the March 19 <sup>th</sup> Board Meeting.	Mariah Fralick seconded the motion. All voted in favor. The minutes were approved.
2	Ryan Hunter	Ryan Hunter made a motion to re-vote board members onto the Board for another 2-year term.	Mariah Fralick seconded the motion. All voted in favor. Heather Miller counted the votes, and the Board voted for Ryan and Mariah to remain on the board for another term.
3	Mariah Fralick	Mariah nominated Carolyn Bayly for board President. All voted in favor of Carolyn Bayly as Board President.	Ryan Hunter seconded the motion. All voted in favor of Carolyn Bayly as Board President.
4	All Board Members	All voted in favor of re-nominating Mariah Fralick and Ryan Hunter to their current positions on the board as Board Vice Chair and Treasurer, respectively.	
5	Cameron Sabin	Cameron Sabin made a motion to table items <i>d.</i> and <i>i.</i>	Mariah seconded the motion. All voted in favor.

6	Heather Miller	Heather Miller made a motion to move into a closed session.	Mariah Fralick seconded the motion. All voted in favor by name. The Board Moved into a closed session.
7	Heather Miller	Heather Miller made a motion to close the meeting.	Cameron Sabin seconded the motion. All voted in favor. The meeting was adjourned at 9:52pm.

<b>Time</b>	<b>Topic/Subject Discussion</b>
7:14pm	<b>Welcome and Call to Order.</b>
7:15pm	<b>Approval of Minutes</b> The minutes were approved provided a revision to notation of Carolyn Bayly's renewal of term on the Board. Carolyn was approved for another <i>three</i> year term (not one year).
7:15pm	<b>Motion.</b> Ryan made a motion to approve the minutes from the March 19, 2014 Board Meeting. Mariah seconded the motion. All voted in favor.
7:16pm	<p><b>Red Apple Update</b></p> <ul style="list-style-type: none"> <li>-Numbers are accurate and currently up-to-date.</li> <li>-We are 75% through the school's fiscal year.</li> <li>-Mariah pointed out the jump of enrollment numbers from 711 down to 701 in October; Mark stated this wasn't indicative or consequential of anything relating to particulars in the budget.</li> <li>-In March, expenses were slightly higher than revenues; this resulted from timing issues from February to March.</li> <li>-Mark asked about reserves. Matt explained that the actual year-to-date reserves is \$184,534 but forecasted at \$95, 915 after the next 25% of the year.</li> <li>-The current projected net income is \$95, 915, giving a debt to equity ratio of 1.15. In order to hit the goal of 1.25 debt to equity ratio, the net income will need to be \$165, 241.</li> <li>-There will be a big expense recorded on the next report, coming from the recent purchase of a Chromebook lab.</li> </ul>
7:25pm	<p><b>Executive Limitations 4</b></p> <p>Carolyn read aloud through the Hiring Policy. Heather asked if the policy indicates that the Executive director does not participate in the hiring of staff. Carolyn clarified that the policy does not say whether he does or does not participate, but that the policy states that he cannot allow hiring that is unlawful or non-compliant with the Renaissance Academy Hiring Policy and Charter.</p>
7: 26pm	<p><b>Governance Process 6—Board Member's Code of Conduct</b></p> <p>Carolyn explained that this time of year is ideal for going over Board Member Code of Conduct, because it coincides with voting-in new Board Members and renewing Board Member terms. Carolyn read through the lettered points of the policy (6a-6g).</p>
7:29pm	<i>Board Signs Code of Conduct</i>
7:30pm	<p><b>Treasurer Update</b></p> <p>Accounts have been changed over to current signers. A bank account check scanner is set to be installed on Friday afternoon. It saves time by creating a deposit list automatically.</p>
7:37pm	<p><b>HR Update</b></p> <p>Michelle Kerr, Jennifer Styler, Daniel Hinkson, and Kristin Hawkins have resigned and so will not return in the Fall. The Administration is engaged in an ongoing recruiting effort. They have interviewed 5-8 people, extended 2 offers (one was not accepted, and one with a pending offer until Friday). Positions and interviews for a Spanish teacher and middle school Math teacher remain open. The PE teacher currently on maternity leave will return in the Fall.</p>

	<p>Alysa Dominguez and Shelby Dieters are conducting teacher observations. All teachers have or will participate in self-evaluation after watching videos of their own teaching. Dominguez and Dieters have watched all teacher videos, and are setting up meetings for feedback and follow-up on self-evaluations. They will also choose some teachers for in-person observation. Mark has been making an effort to distinguish between observation and evaluation. The evaluation is something that happens with Mark and includes a self-evaluation. Mark described how self-evaluations provide a beneficial and enlightening process which allows for understanding of the individual teacher, goal-setting, and growth.</p> <p>Heather asked if all of our teachers are licensed, and Mark explained that all teachers are licensed, and the school helped in that by submitting alternate authorization for charter-specific licensure (primarily for World Language/dual immersion teachers).</p>
7:44pm	<p><b>Friday School Update</b></p> <p>Stephanie presented the data showing the number of students in Friday school, compared with Honor Roll (Student with 3.4-4.0 GPAs), as well as the percentage of students failing 2+ subjects. Also listed was the percentage of students failing math, science, and/or language arts.</p> <p>Stephanie told the board that she expects to see the same or better numbers in Term 4 as in Term 3. She posed the question: What can we do individually for students failing 3+ classes? Discussion emphasized the creation of individualized plans and looking at students individually to target unique causes for a lack of motivation.</p> <p>It was noted that a “sprint to the finish” mentality some students have leads to the Friday School List shortening significantly from Wednesday to Thursday.</p> <p>Ideally, parents would be involved at home with homework, but the suggestion of parent-volunteers was revisited. Jen Taylor offered her opinion that the stress of resolving grades is stressful enough for teachers, and that parts of Friday School should not be handled by parents. Also, the teachers present said they enjoy running the Friday activities that they plan, and dislike missing them for Friday School.</p> <p>Carolyn asserted that kids need to learn accountability, and Stephanie mentioned the need for a stronger, more hard-and-fast cut-off for taking in late work. Heather asked if things have improved from thirty days ago; she also wondered: are students more clear on what they’re learning? Are they taking responsibility? Jen Taylor answered that a small group of students have risen to the occasion, but a few students do not seem serviced by Friday School, because they really need one-on-one, surrogate parent-type support. The hardest situation in Friday School—which prevents offering such support—is the rotation of teachers throughout the day. It does not allow time for any re-teaching.</p>
7:57pm	<p><b>School Improvement Goals</b></p> <p>Mark addressed the Board regarding goals in the charter which we currently do not measure. For example, one of the goals is for teachers to have a percentage of their lesson plans geared for differentiated instruction.</p> <p>The administration does not currently ask for teacher lesson plans every week (or at all), it would be a huge shift to ask for lesson plan submission and then to actually audit them. Ryan suggested that this goal could be measured once lesson plan submission is required in the first place. But Mariah suggested that perhaps the school has already done its part in accomplishing this goal by providing professional development on differentiated instruction, and that the measurement for success with this goal come from continual professional development in differentiated instruction.</p>

	<p>Carolyn and Stephanie both offered opinions on what the term differentiated instruction means, suggesting that it refers to catering lesson plans to different levels of learning and different styles of learning. Stephanie asserted that one cannot present the same thing to every student in the same way.</p> <p>Mark concluded the discussion by saying that this charter goal, among others, will need to be discussed and adjusted further, in coming meetings.</p>
8:09pm	<p><b>Motion.</b> Ryan made a motion to re-vote board members on for another 2-year term. Mariah seconded the motion. All voted in favor. Heather counted the votes, and Mariah and Ryan were voted to remain on the Board for another term.</p> <p>This meeting was Heather Miller's last meeting.</p>
8:12pm	<p><b>Nominations</b> for Board President.</p> <p>Mariah nominated Carolyn Bayly, Ryan Seconded. Heather nominated Cameron (who was not yet present, and there was no second). All voted in favor of Carolyn Bayly as Board President. All voted in favor of re-nominating Mariah and Ryan to their current positions on the board as Board Vice Chair and Treasurer, respectively.</p>
8:13pm	<p><i>Ryan left</i></p>
8:15pm	<p><b>Student/Teacher Input on Friday School</b></p> <p>Heather directed questions to the attending students, such as: do you find Friday School motivating, and what are some reasons you think so many are failing? Caleb Fralick stated that he does find Friday School motivating, because he does not want to go back. Caleb also mentioned The Quest and Math assignments as difficult to accomplish, mainly because of a lack of motivation. Heather asked what <i>would</i> be motivating for finishing those assignments, and Stephanie asked if the students thought it a problem to have so many students failing. Student Cade Kearsly answered that he thinks kids are just lazy and apathetic. He and others are in the habit of saying that 8<sup>th</sup> grade grades don't matter (but he acknowledged that leads to other bad habits).</p> <p>Teacher Angel Holmes asked the students if they saw increased stress in their teachers and if they felt their teachers' ability to teach had been affected. Cade responded that he did see stress, but that it has not necessarily affected their ability to teach. Stephanie suggested that with an increased sense of urgency for students and teachers each week, the hope is that over time, positive pressure will lead to improved performance. The teacher's main complaint regarding the stress is that it has been coming from having to accept random assignments up to four weeks late. However, Canvas has made entering grades easier.</p>
8:27pm	<p><b>Legislative Update</b></p> <p>Mark highlighted for the Board some pertinent bills presented in the Public Education Summary Booklet (available online (<a href="#">link</a>)).</p> <p>Bill HB1 is regarding educational funding and operational costs. It shows an increase in WPU (per student funding) and intent to fund enrollment growth. Both items are obviously good news for schools.</p> <p>Bill HB36 is about charter school enrollment amendments. This bill adds to the list of approved types of lottery preferences available to charter schools. Charter amendment would be required. Renaissance will not add any preferences to its lottery for the coming year. This bill also presents construction modifications which will apply to us in the future (administrative things that will be more of a concern once we move forward with architecture and construction plans).</p>

	<p>Bill HB 150 presents STEM Amendments. The STEM Center was created last fiscal year by appropriating \$2 million to have a group that would promote STEM Education in the state. Some technology businesses were a part of this. So the appropriated money went to those companies that would implement programs in schools (such as a plan for grants to Math in middle school and high school which would provide online resources. Several (4-5) programs were piloted through Utah State University, and narrowed down to the most effective. Some schools will have a grant to pick one of the three programs to implement. We filed the paper work for this grant. Another grant coming out of this is strictly for middle and high school Math teaching salaries. This would allow augmentation of a teacher's salary, or add a second person to the classroom, like an aid.</p> <p>HB 384 is regarding Concussion and Head Injury Amendments. The administration has a draft in progress specifically for concussion and head injury policy at Renaissance Academy (to discuss at next month's meeting). We have reviewed the model policy and are tailoring one for our school, because a lot of the policy talks specifically about athletics, and seems to exclude recess. Recess is the primary place concussions would happen at Renaissance.</p> <p>There is a charter school amendment HB 419— which does not apply to us (you can make part of a school a charter school).</p>
8:52pm	<i>Cameron Sabin arrived</i>
	<p>The Bill SB 39 regarding Home School Amendments offers some changes in parent involvement with student grade-level placement.</p> <p>Bill SB 122--Parental Rights in Public Education relates to opting out of SAGE and to retaining students within a grade level. In discussing this bill, Stephanie asserted her opinion that many other paths should be exhausted before taking the route of holding students back in school. The bill states that schools will <i>reasonably accommodate</i> parent requests for teachers, that parents have the right to observe in class, and that parents have the right to excuse students from school attendance for a family event or health care provider visit. Mark had asked the state superintendent whether SAGE testing would affect federal government funding (\$125, 000), and was unable to get a clear answer. Stephanie attended a meeting with USOE, where she learned that that USOE expects schools to lose federal funding for having over 5% of students opted out of SAGE testing. Renaissance Academy has already exceeded 5% opt-out; therefore we will lose this funding. To be conservative, the school will cut \$125, 000 from the budget, and add it back in, in the unlikely event of USOE working out a compromise of federal requirements. It is also unfortunate that the kids who have opted out are mostly high-performing students, which will give the school and its teachers a lower proficiency level. So even if the school's grade is not hurt by the SAGE testing opt-out, the school's proficiency level will take a hit. The school is required to notify parents of their rights in education annually, and schools cannot try to influence parent decision on SAGE testing.</p> <p>The bill SB 258, regarding Educator Licensure Amendments, affects ARL licensure by requiring teachers to teach part-time in their qualifying area.</p> <p>Mark recommended looking over Interim study list.</p>
9:05pm	<i>Items g and f moved to closed session</i>
9:07pm	<b>Motion.</b> Cameron made a motion to table items <i>d.</i> and <i>i.</i> Mariah seconded the motion. All voted in favor.

9:08pm	<p><b>Second Quarter Summary</b></p> <p>Mark recalled that at the last Board Meeting the Board discussed percentage of reporting compliance, and explained that he assumed the Board wanted a forward-looking assessment of what would come up for this quarter:</p> <ul style="list-style-type: none"> <li>-State reporting is due in the next three months.</li> <li>-Reporting to the school district about the plan to expand Renaissance is due by the end of May.</li> <li>-Mark recommended not applying for state funding for CTE, because of the excessive monitoring of the class that would result. He said it will work to continue operating the class the way it is, and continue using the same funding for it we are now.</li> <li>-By June 15<sup>th</sup> the budget for this fiscal year must be finalized, and we have to submit final immunization status on all students for the year by that same time. Last year, if the school had kids without immunizations, they penalized money out of the budget per student. The budget must be approved by June 30<sup>th</sup>.</li> <li>-By the 29<sup>th</sup> of June, Renaissance will need to update all licensure (this is a biannual requirement).</li> <li>-There are also several Red Apple reports coming up, showing numbers of Special Education disputes, drug use incidents, and other miscellaneous data.</li> </ul>
9:16pm	<p><b>Motion.</b> Heather made a motion to move into a closed session as described under Section 53-4-204 for “(a) a discussion of the character, professional competence, or physical or mental health of an individual and (d) strategy sessions to discuss the purchasing, exchange, lease or sale of real property.” Mariah seconded the motion. All voted in favor by name.</p>
9:50pm	<p><i>Back in open session</i></p>
9:52pm	<p><b>Motion.</b> Heather moved to close the meeting. Cameron seconded. All in favor. The meeting was adjourned at 9:52pm.</p>