

Bonneville Academy
Open Public Board Meeting
April 13, 2017
7:00pm
Stansbury Park Clubhouse
Meeting Minutes

Call to Order: 7:07 Board Members present: Brenda Spearman, Cory Johnson, Clint Thomsen, Bryan Cowley. Paul McHardy excused

Pledge of Allegiance - Clint Thomsen

Review and Adopt Minutes - March 9, 2017: Clint Thomsen motion to approve the minutes, Paul Mchardy seconded and approved unanimously by the board.

Public Comment - No comments

Board Chair Report: Marie and Brenda went and met with Rebecca Cisneros at the State Office of Ed. State is not concerned with where we are at. UAPCS training: Scholarship available for board and admin. to attend the UAPCS conference June 6th and 7th.

Sol Garcia - Risk Management: Sol not in attendance

Doug Bronson - Health Insurance Benefits: Doug not in attendance

Director Report: All teachers have been hired. Budget 1,176,000.00 we came in at 11180 .03% over. 30 full time equivalents hired. Teams have all been introduced to each other over email. All para professionals for Special Ed. are hired there are 3 TA positions still available and interviews are in the process of being set up to fill those spots.

E-Rate: per Gavin-we are current on our application. Bidding process will end on May 3rd. At that point Gavin will look at the bids and let us know our options, and we will choose the service provider we would like to go with.

Scheduling has been completed and sent to all the staff to look over and voice any concerns. K-3 they will have two 15-minute recess' every day with a 40-minute lunch with 30 minutes to eat for 1st and 2nd grade. 25 minutes to eat for 3rd grade with 10 to 15-minute recess. 4th through 5th one 20-minute recess in the morning and a 40-minute lunch with 25 minutes to eat and 15-minute recess. 6th through 8th grade will get a 40-minute lunch 25-minutes to eat and 15 minute break.

Laurel the Administrative Assistant has been setting up trainings, set up the fax, answering phone calls and emails, collecting forms and setting up students in Aspire.

Enrollment at 62% of our students have registered prior to this meeting. The next four board meeting including tonight we will be set up for her in the Clubhouse to receive registration packets. Students that were enrolled prior to Feb 28th that have not registered by April 15th will be put back in waiting list status.

Website: Laurel is taking care of any minor changes and Annie from Web Site It Up is working on setting up a password protected portal for employees to house our online training documents, videos and certificates of completion. Quick contact on the website was not working for several months. Web Site It Up refunded us \$405.

School lunch program: Ruth Dunn is the Lunch Room Manager. Both Marie and Ruth are working on their campus assignment from the state office. They will be conducting interviews for the kitchen staff next Friday.

Grants: Marie applied for a STEM Grant for curriculum for the classes, and a playground grant. She is waiting to hear back regarding those.

Purchases: All contacts have been made for the curriculum. Marie is waiting for purchase orders to come in.

Furniture: School Specialty for the classroom equipment. The special areas of the school, we are collecting information for more bids.

Office supplies: Marie is meeting with local vendors to compare them to Office Depot.

Marie has received some STEM materials. The STEM teacher are looking over those to see if that is something to pursue.

Parents: Marie has had some phone and in person meetings with parents. She has asked parents to serve on committee's and get involved.

Middle School Students had filled out a form during registration where they had an opportunity to express concerns to Marie. She is going to send replies to those students at the beginning of May.

Introduction of Mr. Nix to the board.

Cory Johnson said his company Harman Industries has offered to donate engineering equipment to the school. They need a list of what we are looking for.

Action Items

1. Open board positions: 2 open board positions, Amanda and Sheena have both sent in letters of resignation. Amanda is going to be teaching 2nd grade and Sheena is going to be a TA at the school. Amanda's position will be put out to the community. Board will make the decision on this position. Laurel will send out an email to all registered parents, post on social media and the website.
Push back the two new board positions that should be voted by parents and staff to this fall after school starts. There should be 9 active board members.
Sheena's position (PTO president) needs to be a parent of a student. Laurel will send an email, post on social media and the website to all the registered parents to get nominations. Marie will get a committee together to work on organizing the PTO.
2. Committee reports and possible action on committee recommendations
 - a. Curriculum - Reading list for Middle School: both middle school English instructors questioned if there was a reading list that the board is expecting. There is no list just as long as it fits the core.
 - b. Marketing/Enrollment - Brenda Spearman: numbers keep going up. Sitting at 645 enrolled. Over 200 on the wait list with an average of 20 kids added per week. If we fill in the 28 spots we are missing in 8th grade with students from other grades to get to the full 702, next year we will not be able to accept all 78 Kindergarteners. Brenda proposes that we not fill in to a full 702 this year so that next year we can accept the full 78 Kindergarteners next year.
Brenda proposed that we do some marketing for more 8th graders to apply.
 - c. Finance - Cory Johnson: Finance meeting April 24th @ 11:30 am.
 - d. Governance - Bryan Cowley: we are doing away with the Human Resource committee and Paul will be joining the Governance committee. Do we need to form an Executive Committee (President, Vice President etc.)? Executive committee can help with HR issues. Or should those responsibilities fall under the Governance committee? Decision is to create an executive committee as needed.
We will keep the Governance with the policies, training and finding new board members.
 - e. Technology - Clint Thomsen: Committee is looking over information and collecting ideas on how to save money. Policies have all passed unless BYOD

policy is wanted. Once service providers have been decided there is not much to do. Clint will attend the meeting with Marie and Gavin at E-Rate for the meeting after May 3rd to go over the bids. Clint will get the wiring plans from H-Wire to go over them and see if anything needs to be added.

- f. PTO - nothing to be discussed this month.
3. Registration update: Hired teachers need to have their children's information in and have them registered by April 15th.
4. Health Insurance for employees: Email sent to the Board regarding health plans. Structure: Employee premium paid at 100%, employee plus one, the employee contributes \$150 monthly. Employee plus family, the employee contributes \$300 monthly. Motion to approve the structure by Cory Johnson, seconded by Bryan Cowley. Passed unanimously by the board.
Motion to approve the stipend for employee who opts out will be \$200 by Cory Johnson, seconded by Clint Thomsen. Motion does not pass by board. It will be discussed at a later date when more information about the specific plan and prices is provided.
5. Policies
 - a. Facility - Bryan Cowley: Criminal Background Check policy, Fee Waiver Policy and the Civil Center Facility Usage policy. These policies are required but will be tables for another month.
Fee Waiver-to be revised and discussed next month for approval.
 - b. Dual Enrollment: There has been some phone calls regarding some students who want to home school part of the day and come to school for part of the day. Does there need to be a policy about acceptance of those students? Policy generally states that the parents are responsible for specific courses and they are responsible for the material and curriculum. Board will look at a couple of examples and then decide. The administration will draft a policy to present to board next month.
 - c. Bring Your Own Device: Clint will draft a policy to present to the board next month.
6. Possible closed session to discuss the character, professional competence, or physical or mental health of an individual;

WORK SESSION

- 1) Facility update: Meeting two weeks previous-we are only a couple days off schedule due to weather. Next meeting is tomorrow. Everything is coming along nicely.
- 2) Information meetings: depending on where registration is after April 15th it will be decided if more meeting are needed.

Adjourn - 9:01 pm

Adjourn Next Meeting May 11, 2017