



APPROVED 09/16/2020

**Utah Connections Academy
MINUTES OF THE BOARD OF DIRECTORS MEETING**

Wednesday, August 19, 2020 at 5:30 p.m. MT

Held at the Following Location:

Via Teleconference due to State Precautions regarding Public Health and Safety
During COVID-19 Pandemic

1(800) 747-5150; Code 172-9385

I. Call to Order

Ms. Kinney called the meeting to order at 5:34 p.m. when all participants were present and able to hear each other. The agenda had been posted in accordance with legal requirements and the meeting was open to the public and held via teleconference due to state precautions regarding public health and safety during the COVID-19 pandemic.

II. Roll Call

Board Members Present: Stephanie Kinney, Megan Ellis, Kaydee Phillips and Elisa Nelson (via phone);

Board Members Absent: Preston Baxter;

Guests Present: Erin Taylor, School Leader; Jenny Dukek, Eileen Sigmund, Tracey Gianoni, and Laura Coleman, Online & Blended Learning (OBL) staff (via phone).

III. Review and Acceptance of Board Member Resignation: Preston Baxter

Ms. Kinney reviewed the resignation letter from Board member Preston Baxter, as included in the Board materials. Board members acknowledged their review of the resignation, and thanked Mr. Baxter for his service to the school and the Board. There being no additional discussion, a motion was made by Ms. Nelson and seconded by Ms. Ellis as follows:

RESOLVED, that the resignation of Board Member, Preston Baxter, effective immediately, as presented, is hereby accepted.

The motion passed unanimously.

IV. Mission Statement

Ms. Kinney read the mission statement to the Board.

V. Public Comment

There were no public comments at this time.

VI. Routine Business

a. Approval of Agenda

Ms. Kinney asked the Board to review the Agenda distributed prior to the meeting and posted in compliance with open meeting laws. There being no changes noted, the following motion was made by Ms. Phillips and seconded by Ms. Ellis as follows:

RESOLVED, that the Agenda for the August 19, 2020 Utah Connections Academy Board of Directors Meeting, as presented, is hereby approved.

The motion passed unanimously.

VII. Oral Reports

a. School Leader's Report

Back to School Activities, Staffing and Training Update

Ms. Taylor updated the Board on recent professional development opportunities held with staff, as well as back to school activities.

Connections Academy Summer Leadership Conference Update

Ms. Taylor discussed the recent Connections Academy Leadership Retreat, held virtually. She reviewed many of the topics covered at the retreat, as well as the positive impact for her and other school leadership team members.

Enrollment and Staffing Update / COVID-19 Related Changes

Ms. Taylor reviewed the school's current enrollment numbers with the Board, including those students in the pre-approval and approved phases of their applications. She further reviewed the staffing levels based on enrollment. Ms. Taylor reviewed the timeline, process, and submission request to expand the school's enrollment.

i. Student Progress Benchmark Assessments

Ms. Taylor reviewed with the Board the new assessment tools available to track student performance. She indicated these were intended to improve progress tracking, and also assist the school in performance tracking in the absence of previous tools, such as state testing.

ii. Back to School Activities, Staffing and Training Update

This item was reviewed earlier in the meeting.

iii. Enrollment and Staffing Update / COVID-19 Related Changes

This item was reviewed earlier in the meeting.

iv. New School Facility Update

Ms. Taylor provided the Board with an update on the successful move into the new school facility. She further reviewed occupancy precautions and measures taken during the current COVID-19 pandemic.

v. Connections Academy Summer Leadership Conference Update

This item was reviewed earlier in the meeting.

b. Financial Report

Ms. Gianoni reviewed the financial materials included in the Board materials in detail. She then provided the Board with an overview of the revenue and expense statements included in the Board materials. She further reviewed the changes in the financials and the forecasted expenses since the last meeting's statements.

i. Unaudited 2019-2020 Financial Results

Ms. Gianoni reviewed the unaudited financials included in the Board Meeting materials, as compared to the budget forecast presented at the last Board Meeting.

VIII. Consent Agenda

Ms. Kinney asked the Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no further discussion or changes noted, a motion was made by Ms. Nelson and seconded by Ms. Ellis as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the June 17, 2020 Annual Board Meeting;
- b. Approval of Minutes from the July 31, 2020 Special Board Meeting;
- c. Approval of Staffing Report;
- d. Approval of Online & Blended Learning (OBL) Invoice for June;
- e. Approval of Early Literacy Plan; and
- f. Ratification of Charter Amendment Relating to the New School Facility and All Related Documentation; are hereby approved.

The motion passed unanimously.

IX. Action Items

a. Ratification of Enrollment Expansion

Ms. Kinney reminded the Board of Ms. Taylor's earlier report regarding the enrollment expansion application. She further reviewed the related items for Board consideration. There being no further discussion, a motion was made by Ms. Nelson and seconded by Ms. Phillips as follows:

RESOLVED, that the Ratification of the 2020-2021 School Year Enrollment Expansion Application of 2,250 Students, as discussed, is hereby approved.

FURTHER RESOLVED, that the Ratification of the 2021-2022 School Year Enrollment Expansion Application of 2,450 Students, as discussed, is hereby approved.

FURTHER RESOLVED, that the Ratification of the 2022-2023 School Year Enrollment Expansion Application of 2,673 Students, as discussed, is hereby approved.

FURTHER RESOLVED, that the Ratification of the 2023-2024 School Year Enrollment Expansion Application of 3,000 Students, as discussed, is hereby approved.

FURTHER RESOLVED, that the Ratification of Related Enrollment Cap Increase Assurances, as presented, is hereby approved.

FURTHER RESOLVED, that the Ratification of the Statement of Agreement with the Authorizer, as discussed, is hereby approved.

FURTHER RESOLVED, that the Appointment of the Board Chair as Board Designee to work with the School Leader and OBL to Finalize any Related Enrollment Expansion Documentation, as discussed, is hereby approved.

The motions were approved unanimously.

X. Information Items

a. Board Member Responsibilities Reminder

Ms. Kinney reminded the Board of their roles and responsibilities, including requirements to complete Conflict of Interest Statements and background checks.

b. State Account Relations (STAR) Update

Ms. Sigmund reviewed recent legislative activities in the state, which may impact the school. She further reviewed the impressive efforts by Ms. Kinney, Ms. Taylor and Ms. Dukek relating to the enrollment expansion application and related documentation submissions.

c. Partner School Leadership Team (PSLT) Update

Ms. Dukek presented to the Board on behalf of Online & Blended Learning's (OBL) Partner School Leadership Team.

[Ms. Taylor left and rejoined the meeting at 6:06 p.m.]

i. School Operations Metrics

Ms. Dukek reviewed the data included in the Board materials, highlighting the school's performance as compared with other POBL partnering schools of similar size and years in operation. The Board discussed areas of strength and growth with Ms. Dukek.

d. Board Relations Update

Ms. Coleman presented this item to the Board.

i. Conflict of Interest Statement Reminder

This item was reviewed earlier in the meeting.

ii. Background Check Reminder

This item was reviewed earlier in the meeting.

iii. Training Reminder

Ms. Coleman reminded Board members to complete the required annual Ethical Behavior and Governmental Nonprofit Corporation trainings required by the state.

e. National Charter School Conference (NCSC) Update

Ms. Nelson provided the Board with an update on her recent participation in the virtual National Charter School Conference (NCSC).

[Ms. Kinney left the meeting at 6:21 p.m.]

[Ms. Kinney rejoined the meeting at 6:22 p.m.]

She thanked the Board for the opportunity to attend the conference and noted the value of the information that was presented. Ms. Kinney thanked Ms. Nelson for her engagement in the NCSC and encouraged future Board Member participation.

XI. Adjournment and Confirmation of the Next Board Meeting – Wednesday, September 16, 2020 at 5:30 p.m. MT

Ms. Kinney noted that the Board was at the end of its agenda and that the next Board Meeting is scheduled for Wednesday, September 16, 2020 at 5:30 p.m. MT. A motion to adjourn was made by Ms. Nelson, seconded by Ms. Phillips, and carried unanimously. The meeting was adjourned at 6:29 p.m.