



**APPROVED 10/21/2020**

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

Wednesday, September 16, 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**

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**I. Call to Order**

In Ms. Kinney's absence, Ms. Nelson 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. Review and Consideration of Potential Board Member: Brenda Nelson**

Ms. Sigmund reviewed Brenda Nelson's background information and experience with the Board. Board members had a brief discussion on the vetting process completed to date, as well as Ms. B. Nelson's qualifications and interest in serving on the Board, and expressed their desire for Ms. B. Nelson to serve on the Board pending successful completion of the required background check. There being no further discussion, a motion was made by Ms. Phillips and seconded by Ms. Ellis as follows:

RESOLVED, that the Board supports the Board Member candidacy of Brenda Nelson to the Utah Connections Academy Board of Directors, pending successful background check completion, as discussed, is hereby approved.

The motion passed unanimously.

**III. Roll Call**

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

Board Members Joined During Meeting: Stephanie Kinney (via phone);

Guests Present: Erin Taylor, School Leader; Anne Parmley, Mollie Wolcott, Zeke Rash, Eileen Sigmund, Tracey Gianoni, and Laura Coleman, Online & Blended Learning (OBL) staff (via phone).

**IV. Mission Statement**

Ms. Nelson 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. Nelson 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 September 16, 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

#### i. Back to School Activities Update

Ms. Taylor reviewed with the Board back to school activities, including training for staff members. She further reviewed with the Board the school's focus on preventing potentially truant students with added supports.

#### ii. Enrollment and Staffing Update

Ms. Taylor provided the Board with the most up-to-date enrollment numbers, including those enrolled by grade band. She further reviewed the outcome of the school's request to expand enrollment. Ms. Taylor also provided the Board with an update on changes to staff composition for the school year based on enrollment.

[Ms. Kinney joined the meeting at 5:55 p.m.]

Ms. Taylor reviewed with the Board the ongoing efforts to increase the graduation rate.

### 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.

#### i. Revised Fiscal Policy Update

Ms. Gianoni reviewed with the Board the proposed revisions to the Fiscal Policy as included in the Board meeting materials and before the Board for their consideration during the Consent Agenda. She reviewed the updates made to align the policy with state regulations, particularly sole source procurement.

## **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 August 19, 2020 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Online & Blended Learning (OBL) Invoice (#91000005785 & 91000006047) for July and August;
- d. Approval of Federal Title Funding Plans for the 2020-2021 School Year: Parent and Family Engagement;
- e. Approval of Revision(s) to 2020-2021 School Year State Specific Handbook: Title IX Updates;
- f. Approval of Revised Fiscal Policy; and
- g. Approval of 2020-2021 Base Salaries and Incentive Percentage and Career Ladder Positions; are hereby approved.

The motion passed unanimously.

## **IX. Action Items**

- a. Approval of Board Training and Conference Attendance Planning for 2020-2021 School Year

Ms. Coleman reviewed the upcoming trainings and conferences that have been previously identified that may interest members of the Board. The Board reviewed the upcoming training offerings. The Board discussed their support of Board members making an effort to attend conferences and training opportunities. There being no further discussion, a motion was made by Ms. Phillips and seconded by Ms. Ellis as follows:

RESOLVED, that the Board training and conference attendance for the 2020-2021 school year, including the Utah State Charter School Conference, in-state and national training and conference opportunities, as discussed, are hereby approved.

The motion passed unanimously.

- b. Approval of the following Utah Sex Education Instruction Assurances
  - i. Appendix to the 2020-2021 School Year State Specific Handbook;
  - ii. UCA Health Education Policy and Curriculum, and Appeals Process;
  - iii. Utah Data Review; and
  - iv. Materials Review Committee.

Ms. Taylor reviewed with the Board the required state health education information, as included in the Board meeting materials. The Board discussed the requirements in detail with Ms. Taylor, specifically the requirement for all students to abide by a code of conduct behavior agreement even if they are not enrolled in health education courses. There being no further discussion, a motion was made by Ms. Phillips and seconded by Ms. Nelson as follows:

RESOLVED, that the Utah Sex Education Instruction Assurances items:

- i. Appendix to the 2020-2021 School Year State Specific Handbook;
- ii. UCA Health Education Policy and Curriculum, and Appeals Process;
- iii. Utah Data Review; and
- iv. Materials Review Committee; are hereby approved.

The motion passed unanimously.

## **X. Information Items**

### a. State Account Relations (STAR) Update

Ms. Sigmund reviewed recent legislative activities in the state, which may impact the school.

#### i. Back to School Update

Ms. Sigmund reviewed with the Board some unanticipated challenges at the start of the new School Year, including Covid-19 related delays, enrollment process wait times, as well as issues with the new Polaris curriculum. She further provided the Board with the efforts from the product, technology, and curriculum teams at OBL to work with partnering schools in addressing their needs, and elicited feedback from all stakeholders to allow OBL to continue improvements.

### b. Partner School Leadership Team (PSLT) Update

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

#### i. Teacher Professional Development Products and Services for the 2020-2021 School Year

Mr. Rash reviewed the professional development products and services for school staff, as offered by OBL for the 2020-2021 school year. He discussed the various levels and delivery models of professional learning opportunities available to staff members, and advised of the new and improved curated catalog of content to allow for a more personalized professional development experience. Mr. Rash also highlighted the additional training and development opportunities offered by school leadership.

### c. Board Relations Update

Ms. Coleman presented this item to the Board.

#### i. Background Check and Training Reminder

Ms. Kinney reminded the Board of their background check and training requirements.

#### ii. Overview of 2020-2021 Items for Board Consideration

Ms. Coleman reviewed the outline of items planned to be presented for Board consideration throughout the current school year. She further advised the Board that the document was fluid, and items may be included, omitted, or considered on a varied timeline based on a number of factors, including state submission and enrollment deadlines, as well as school need for student support.

## **XI. Adjournment and Confirmation of the Next Board Meeting – Wednesday, October 21, 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, October 21, 2020 at 5:30 p.m. MT. A motion to adjourn was made by Ms. Ellis, seconded by Ms. Nelson, and carried unanimously. The meeting was adjourned at 6:28 p.m.