



Utah Connections Academy (UCA)  
BOARD MEETING

**Date and Time:**

Wednesday, February 17, 2016 at 5:30 p.m. MT

**Held at the Following Location:**

687 West 700 South, Suite D  
Woods Cross, UT 84087

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Below is an agenda of all items scheduled to be considered. Unless otherwise stated, items may be taken out of the order presented on the agenda at the discretion of the Chair. Persons with a disability may request a reasonable accommodation by contacting Jeffrey Herr at (801) 298-6660. Requests should be made as early as possible to arrange the accommodation; no later than twenty four (24) hours prior to the meeting.

**BOARD AGENDA**

- I. Call to Order – S. Kinney
- II. Roll Call – S. Kinney
- III. Public Comment

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the school principal by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Principal at least fourteen (14) days prior to the meeting. Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

To view the Board Public Comment Policy, visit the school's "About Us" page at [www.connectionsacademy.com](http://www.connectionsacademy.com)

“Utah Connections Academy is a pioneering virtual public charter school whose mission is to maximize academic achievement for students in grades K-12 throughout the state of Utah who need an alternative to the traditional classroom.”

- IV. Routine Business
  - a. Approval of Agenda – S. Kinney
  
- V. Oral Report
  - a. Introduction of New School Leader (attached) – J. Dukek
  - b. Principal's Report (MSR attached) – J. Herr
    - i. School Activities Update
    - ii. Annual Review of the UCA Charter Document
  - c. Financial Report (attached) – B. Little
  
- VI. Consent Agenda
  - a. Approval of Minutes from the January 20, 2016 Board Meeting (attached)
  - b. Approval of Staffing Report (attached)
  - c. Approval of Board President as Board Designee to work with School Leadership and Connections to Finalize and Submit Charter Amendment Request
  - d. Approval of Outreach Plan for the 2016-2017 School Year (attached)
  
- VII. Action Items
  - a. Approval of Connections Academy of Utah, LLC Invoice for January (attached) – M. Ellis
  - b. Approval of the Revised Focus School Turnaround Improvement Plan (to follow) – J. Hoffmeister
  
- VIII. Information Items
  - a. State Relations Update – B. Adams
  - b. School Leadership Team Update – J. Dukek
  
- IX. Adjournment and Confirmation of Next Meeting - Wednesday, April 20, 2016 at 5:30 p.m. MT

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## CONSENT ITEMS

The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection. The minutes will reflect the full text of any resolutions that were adopted as part of the consent agenda.

**a. Approval of Minutes from the January 20, 2016 Meeting**

**PRESENTER IF MOVED TO ACTION ITEMS:** Laura Coleman

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The minutes from the meeting of the Board of Directors are being presented for approval.

**b. Approval of Staffing Report**

**PRESENTER IF MOVED TO ACTION ITEMS:** Jeffrey Herr

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The staffing report as provided with the Board materials outlines the candidates that are recommended for hire. The staffing report includes each candidate's name, area for hire, compensation rate, bonus potential and start date.

The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any promotions, for Board review and approval.

**c. Approval of Board President as Board Designee to work with School Leadership and Connections to Finalize and Submit Charter Amendment Request**

**PRESENTER IF MOVED TO ACTION ITEMS:** Jeffrey Herr

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Mr. Herr reviewed the annual review process for the school's Charter Amendment request previously in the meeting. The Board is now asked to approve the Board President as the Board Designee to work with School Leadership and Connections to finalize and submit the Amendment request based on instructions from the USOE.

**d. Approval of Outreach Plan for the 2016-2017 School Year**

**PRESENTER IF MOVED TO ACTION ITEMS:** Sylvia Pryor

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in the Board package is the school's proposed Student Outreach Plan presentation. The recorded video presentation offered by Connections previous to this meeting provided detailed information on the Outreach Plan, and strategies for student recruitment. The Board is requested to approve the Outreach Plan and at a later meeting will be asked to review and approve the 2016-2017 school year budget.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_

**Ayes:**\_\_\_\_\_ **Nays:**\_\_\_\_\_

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**ACTION ITEMS**

**a. Approval of Connections Academy of Utah, LLC Invoice for January**

**PRESENTER:** Megan Ellis

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Ellis will review the invoice as it relates to the financial report reviewed earlier in the meeting. She will request approval of the invoice, and authorization to make payment via wire based upon availability of funds.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**b. Approval of the Revised Focus School Turnaround Improvement Plan**

**PRESENTER:** Johanna Hoffmeister

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Johanna Hoffmeister will review the revisions to the Focus School Turnaround Improvement Plan. She will advise the Board of the process to update the document and seek Board approval.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

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