



**APPROVED 10/20/2021**

**Utah Connections Academy (UCA)  
MINUTES OF THE BOARD OF DIRECTORS MEETING**  
Wednesday, September 15, 2021 at 5:30 p.m. MT

**Held Via Teleconference:**

Due to State Precautions and the Board Chair's Determination 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 5:33 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 and the Board Chair's determination regarding public health and safety during COVID-19 pandemic.

**II. Roll Call**

Board Members Present: Stephanie Kinney, Kaydee Phillips, and Brenda Nelson (all via phone);

Board Members Joined During Meeting: Megan Ellis (via phone);

Guests Present: Erin Taylor, School Leader; Royce Van Tassell, Utah Association of Public Charter Schools; Jenny Dukek, Sonali Rogers, and Laura Coleman, Pearson Virtual Schools staff (all via phone).

**III. Mission Statement**

Ms. Kinney read the mission statement to the Board.

[Ms. Ellis joined the meeting at 5:33 p.m.]

**IV. Public Comment**

There were no public comments at this time.

## **V. 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. Ellis and seconded by Ms. Nelson as follows:

RESOLVED, that the Agenda for the September 15, 2021 Utah Connections Academy Board of Directors Meeting, as presented, is hereby approved.

The motion passed unanimously.

## **VI. Oral Reports**

### a. School Leader's Report

Ms. Taylor provided the Board with an update on enrollment, including grade distribution. She further updated the Board on the graduation rate data.

#### i. Acadience Update

Ms. Taylor updated the Board on the test preparations for the Acadience test which has been moved to an online testing format. She further reviewed benchmark testing efforts with the Board.

#### ii. Staffing Update

Ms. Taylor provided the Board with an update on staffing levels.

#### iii. Enrollment Update

Ms. Taylor reviewed with the Board the importance of the upcoming enrollment count day and efforts to ensure all students are present.

### b. Financial Report

Ms. Rogers reviewed the financial materials included in the Board meeting materials in detail. She then provided the Board with an overview of the revenue and expense statements included in the Board meeting materials.

## **VII. Consent Items**

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. The Board requested to discuss Consent Item (g) Approval of Revision(s) to 2021-2022 School Year Supplement Handbook. There being no further discussion or changes noted, a motion was made by Ms. Ellis and seconded by Ms. Phillips as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the August 25, 2021 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Invoice(s) for July (# 91000008626) and August (# 91000008704);
- d. Approval of 2021-2022 Base Salaries and Incentive Percentage and Career Ladder Positions;
- e. Approval of Federal Title Funding Plans: Parent and Family Engagement Policy; and
- f. Approval of Safe to Return In-Person Plan/Health and Safety Plan/Continuity of Services Plan; are hereby approved.

The motion passed unanimously.

#### **VIII. Action Items**

Approval of Revision(s) to 2021-2022 School Year School Supplement Handbook: Various Updates

Ms. Kinney and the Board discussed the proposed revisions to the 2021-2022 School Year School Supplement Handbook. The Board requested a revision to the Education Immunization section. There being no further discussion, Ms. Phillips made the following motion and it was seconded by Ms. Ellis as follows:

RESOLVED, that the Revisions to the 2021-2022 School Year School Supplement Handbook Various Updates, as discussed, are hereby approved.

The motion passed unanimously.

- a. Approval of Charter Amendment, New Goals, and Board President as Board Designee to work with the School Leader to Finalize and Submit

Ms. Taylor and Ms. Kinney reviewed with the Board the progress made to date on the Charter Amendment and new goals. They further reviewed the expected timeline for Board consideration and requested the Board President as designee to work with Ms. Taylor on the final document. There being no further questions and no further discussion, Ms. Phillips made the following motion and it was seconded by Ms. Nelson as follows:

RESOLVED, the Board President as Board designee to work with the School Leader to finalize and submit, as presented, is hereby approved.

The motion passed unanimously.

- b. Approval of Board Training and Conference Attendance for the 2021-2022 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 questions and no

further discussion, Ms. Ellis made the following motion and it was seconded by Ms. Phillips as follows:

RESOLVED, that the Board training and Conference attendance for the 2021-2022 School Year, as discussed, is hereby approved.

The motion passed unanimously.

## **IX. Information Items**

### a. School Success Partner (SSP) Update

In Mr. Adams' absence, Ms. Dukek presented to the Board on behalf of the School Success Partner (SSP) team. She reviewed with the Board the recent Utah State Board of Education and State Charter School Board meetings.

### b. Academic Success Partner (ASP) Update

Ms. Dukek presented to the Board on behalf of the Academic Success Partner (ASP) team.

#### i. Teacher Professional Development Products and Services for the 2021-2022 School Year

Ms. Dukek reviewed the professional development products and services for school staff, as offered by Pearson for the 2021-2022 school year. She discussed the various levels and delivery models of professional learning opportunities available to staff members and advised of the curated catalog of content to allow for a more personalized professional development experience.

### c. Board Relations Update

Ms. Coleman presented to the Board on behalf of Pearson's Board Relations Team.

#### i. Required Training and Background Check Reminders

Ms. Coleman provided the Board with a reminder on state-required trainings and background checks. She advised that any Board members that needed to complete requirements would receive more information via email.

### d. Board Member Roles and Responsibilities Reminder

Ms. Kinney reminded the Board of their roles and responsibilities, including governance versus management and the importance of attendance.

e. Board Recruitment Update

Ms. Kinney discussed with the Board the current Board composition and search for new Board members.

**X. Adjournment and Confirmation of the Next Board Meeting – Wednesday, October 20, 2021 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 20, 2021 at 5:30 p.m. MT. A motion to adjourn was made by Ms. Ellis, seconded by Ms. Phillips, and carried unanimously. The meeting was adjourned at 6:00 p.m.