



APPROVED 2/16/2022

**Utah Connections Academy (UCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING**

Wednesday, January 19, 2022 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 5:32 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 Absent: Megan Ellis;

Guests Present: Bryce Adams, Jenny Dukek, Megan Holston, and Laura Coleman, Pearson Virtual Schools staff (all via phone).

III. Mission Statement

Ms. Kinney read the mission statement for the record.

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. Phillips and seconded by Ms. Nelson as follows:

RESOLVED, that the Agenda for the January 19, 2022 Utah Connections Academy Board of Directors Meeting, as presented, is hereby approved.

The motion passed unanimously.

VI. Oral Reports

a. School Leader's Report

i. School Activities Update

In Ms. Taylor's absence, Ms. Dukek provided the Board with an update on recent and upcoming school activities. She highlighted staff professional development opportunities and student clubs and activities, including student participation in the filming of an upcoming television show.

ii. Staffing Update

Ms. Dukek provided the Board with an update on the current staffing efforts based on enrollment.

iii. State Testing Preparations

Ms. Dukek provided the Board with participation rates for beginning of the year and mid-year assessments. She further updated the Board on end-of-year state testing preparations, including COVID safety protocols.

Ms. Dukek further reviewed how Ms. Taylor and her staff are combating and reducing truancy, including the use of attendance contracts.

Lastly, Ms. Dukek reviewed with the Board the need to have a Board Designee join the school's Title 1 Planning Committee and the time commitment.

iv. COVID-19 Protocols Update

This item was reviewed within the State Testing Preparations update.

b. Financial Report

Ms. Rogers reviewed the financial materials included in the Board meeting materials in detail, highlighting the budget and forecasting areas of the financial statements. She reviewed the changes in the financials and forecasted expenses since last meeting's statements, including the balance sheet and school's revenue and expense statements.

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. There being no further

discussion or changes noted, a motion was made by Ms. Phillips and seconded by Ms. Nelson as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the November 17, 2021 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Invoice(s) for November (# 91000009467) and December (# 91000009595);
- d. Approval of the 2022-2023 School Year General School Handbook; and
- e. Approval of the 2022-2023 School Year Handbook School Supplement; are hereby approved.

The motion passed unanimously.

VIII. Action Items

a. Approval of Outreach Recruitment Target for the 2022-2023 School Year

Ms. Dukek reviewed the state's enrollment cap and proposed outreach recruitment target for the 2022-2023 school year of 1,250 students. There being no further discussion, a motion was made by Ms. Phillips and seconded by Ms. Nelson as follows:

RESOLVED, that the outreach recruitment target for the 2022-2023 school year, as discussed, is hereby approved.

The motion passed unanimously.

b. Approval of Board Designee to the Title 1 Planning Committee

Ms. Dukek reminded the Board of the discussion earlier in the meeting to appoint a Board Member to the school's Title 1 Planning Committee. Ms. Phillips volunteered to act in this capacity. There being no further discussion, a motion was made by Ms. Nelson and seconded by Ms. Phillips as follows:

RESOLVED, that Kaydee Phillips as Board designee to the Title 1 Planning Committee, as discussed, is hereby approved.

The motion passed unanimously.

IX. Information Items

a. School Success Partner (SSP)

Mr. Adams presented on behalf of the School Success Partner (SSP) team.

i. Statement of Agreement (SOA) Update

Mr. Adams advised the Board that the current Statement of Agreement (SOA) with Pearson Virtual Schools concludes June 30, 2022. He reviewed the anticipated timeline and process for renewal with the Board and encouraged Board member feedback throughout the process.

b. Academic Success Partner (ASP) Update

Ms. Dukek presented to the Board on behalf of the Academic Success Partner (ASP) team. She provided the Board with an update on the timing of the Winter Leadership Retreat for School Leaders, as well as the areas of focus.

c. Board Relations Update

Ms. Coleman presented on behalf of the 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 the requirements would receive more information via email.

1. State LAND Trust Training

Ms. Coleman further reminded the Board about the upcoming due date to complete the State LAND Trust Training, in order for the school to receive necessary additional funding. Additionally, thanked the Board members that have already completed the training to date.

d. Board Recruitment Update

Ms. Kinney reminded the Board of the continued search for a new Board Member and encouraged the Board to advise her of any potential Board Member candidates.

X. Closed Session - Personnel Matter – Utah Code Ann. §52-4-205(1)(a) – to discuss an individuals' character and professional competence

The Board entered into executive session at 5:56 p.m., upon a motion being made by Ms. Phillips, seconded by Ms. Nelson and confirmed via a roll call vote of all Board members present, pursuant to Utah Code §§ 52-4-205(1)(a) – to discuss an individuals' character and professional competence.

Board members in attendance were: Stephanie Kinney, Kaydee Phillips and Brenda Nelson. Guests invited by the Board to attend were: Jennifer Dukek and Laura Coleman. All others left the meeting at this time.

The Board ended executive session and entered into open session at 6:10 p.m. upon a motion being made by Ms. Phillips, seconded by Ms. Nelson, and confirmed via roll call vote of all Board members present. No action was taken during Executive Session.

XI. Adjournment and Confirmation of the Next Board Meeting – Wednesday, February 16, 2022 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, February 16, 2022 at 5:30 p.m. MT. A motion to adjourn was made by Ms. Philips, seconded by Ms. Nelson, and carried unanimously. The meeting was adjourned at 6:10 p.m.