



APPROVED 4/20/2022

**Utah Connections Academy (UCA)**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
Wednesday, February 16, 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**

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**I. Call to Order**

In the absence of a quorum of Board Members, Ms. Kinney indicated the Board's intent to receive Oral Reports beginning at 5:36 p.m. All participants present were able to hear each other.

**II. Roll Call**

Board Members Present: Stephanie Kinney and Brenda Nelson (both via phone);

Guests Present: Erin Taylor, School Leader; Shelia Love, Potential Board Member; Bryce Adams, Jenny Dukek, Sonali Rogers, and Laura Coleman, Pearson Virtual Schools staff (all via phone).

**Oral Reports**

At the request of the Board, this item was moved up on the Agenda.

a. School Leader's Report

i. School Activities Update

Ms. Taylor provided the Board with an update on recent and upcoming school activities. She highlighted UCA News and student clubs.

ii. Staffing Update

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

iii. Testing Update

Ms. Taylor updated the Board on spring testing preparation and efforts to increase participation rates.

[Ms. Ellis and Phillips joined the meeting at 5:41 p.m.]

Ms. Taylor further reviewed with the Board the Monthly School Report, as included in the Board Meeting materials, highlighting the lowering withdrawal rates.

### **Call to Order**

Ms. Kinney called the meeting to order at 5:46 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.

### **Roll Call**

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

Guests Present: Erin Taylor, School Leader; Shelia Love, Potential Board Member; Bryce Adams, Jenny Dukek, Sonali Rogers, and Laura Coleman, Pearson Virtual Schools staff (all via phone).

### **III. Review and Consideration of Potential Board Member: Sheila Love**

Ms. Kinney reviewed Sheila Love's background information and experience with the Board, as included in the Board Meeting materials. Board members expressed their desire for Ms. Love to serve on the Board pending successful completion of the required background check. There being no further discussion, a motion was made by Ms. Ellis and seconded by Ms. Phillips as follows:

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

The motion passed unanimously.

### **IV. Mission Statement**

Ms. Kinney read the mission statement for the record.

### **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. Ellis and seconded by Ms. Phillips as follows:

RESOLVED, that the Agenda for the February 16, 2022 Utah Connections Academy Board of Directors Meeting, as presented, is hereby approved.

The motion passed unanimously.

## **VII. Oral Reports**

### a. School Leader's Report

This item was reviewed earlier in the meeting.

### 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.

## **VIII. 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 table Consent Item (d) Approval of the School Calendar for the 2022-2023 School Year, as there was no document for consideration. There being no further discussion or changes noted, a motion was made by Ms. Phillips and seconded by Ms. Ellis as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the January 19, 2022 Board Meeting;
- b. Approval of Staffing Report; and
- c. Approval of Pearson Invoice(s) for January (# 91000009763); are hereby approved.

The motion passed unanimously.

## **IX. Action Items**

### a. Approval of State LAND Trust Plan for the 2022-2023 School Year

Ms. Taylor reviewed with the Board the State LAND Trust Plan, as included in the Board meeting materials. Ms. Taylor further reviewed how the plan will support school improvement goals. There being no further discussion, a motion was made by Ms. Ellis and seconded by Ms. Phillips as follows:

RESOLVED, that the State LAND Trust Plan for the 2022-2023 school year, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of Board President as Board Designee to Review, Finalize, and Execute Sole Source/RFP Process

Mr. Adams advised the Board that the current Statement of Agreement (SOA) with Pearson Virtual Schools concludes June 30, 2022. He reviewed with the Board the timeline and process for the Board's consideration of an education management organization and recommended appointment of the Board President to vet the various options. There being no further discussion, a motion was made by Ms. Ellis and seconded by Ms. Phillips as follows:

RESOLVED, that the Board President as Board designee to Review, Finalize, and Execute Sole Source/RFP Process, as discussed, is hereby approved.

The motion passed unanimously.

**X. Information Items**

a. School Success Partner (SSP)

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

i. Covid Protocols Update

Mr. Adams advised of Pearson's work with school leaders to develop school specific protocols due to COVID-19, and discussed the options to best support UCA's staff and families.

ii. Employee Handbook Update

Mr. Adams provided an update to the extended illness section of the Employee Handbook, as included in the Board meeting materials.

b. Budget Development Process Update

Ms. Rogers reviewed the 2022-2023 budget development process with the Board. She reminded the Board that the process, while ongoing, is significantly aided by the Board's approval of an enrollment recruitment target during the last Board meeting. Ms. Rogers reviewed the approximate timeline for Board consideration and those involved in the process, including the Board Treasurer, School Leader and Pearson support staff.

c. Academic Success Partner (ASP) Update

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

i. Key School Metrics

Ms. Dukek reviewed the quarterly school operations metrics included in the Board materials, highlighting the school's performance as compared with other Pearson

partnering schools of similar size and years in operation. Ms. Taylor further reviewed the ongoing efforts to keep students on cohort.

d. 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.

ii. National Charter Schools Conference (NCSC): Washington, DC, June 19-22

Ms. Coleman presented this item to the Board, noting the Board will receive correspondence from Pearson in the next few weeks regarding their interest in attending the conference this June.

e. State LAND Trust Training Discussion

Ms. Coleman confirmed the full Board completed the State LAND Trust training. The Board discussed their recent training and shared the value of the information that was presented.

**XI. Adjournment and Confirmation of the Next Board Meeting – Wednesday, April 20, 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, April 20, 2022 at 5:30 p.m. MT. A motion to adjourn was made by Ms. Philips, seconded by Ms. Ellis, and carried unanimously. The meeting was adjourned at 6:09 p.m.