

**Ascent Academies of Utah
Annual Board of Directors Meeting
Thursday, June 19, 2014**



Location: 290 N. Flint Street, Kaysville, UT 84037

In Attendance: Mike Ostermiller, Kathy Thornburg, Trudy Sorensen (phone), Tyler Schvaneveldt

Excused: Stuart Adams

Others in Attendance: Chris Bleak (Executive Director), Lani Rounds (Director), Sheldon Killpack (AW), Brandon Fairbanks (AW), Brad Taylor (AW), Gabe Clark (AW), Kim Dohrer (AW), Kara Finley (AW)

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MINUTES

9:36 AM – CALL TO ORDER by Mike Ostermiller

CLOSED SESSION TO DISCUSS PERSONNEL

- Kathy Thornburg made a motion to enter a Closed Session to discuss the character, professional competence, or physical or mental health of an individual; Trudy Sorensen seconded. Motion passed unanimously, the votes were as follows:
 - Mike Ostermiller – AYE
 - Kathy Thornburg – AYE
 - Trudy Sorensen – AYE
 - Tyler Schvaneveldt – AYE

Entered Closed Session at 9:37 AM.

Chris Bleak was absent from 9:37 AM to 9:48 AM.

Lani Rounds was absent from 9:37 AM to 10:55 AM.

- Tyler Schvaneveldt made a motion to adjourn the Closed Session; Kathy Thornburg seconded. Motion passed unanimously, the votes were as follows:
 - Mike Ostermiller – AYE
 - Kathy Thornburg – AYE
 - Trudy Sorensen – AYE
 - Tyler Schvaneveldt – AYE

Adjourned Closed Session at 10:55 AM.

CONSENT ITEMS

- **April 16, 2014 Board Meeting and Closed Session Minutes**
Kathy Thornburg made a motion to approve the April 16, 2014 Board Meeting and Closed Session Minutes; Tyler Schvaneveldt seconded. Motion passed unanimously.

REPORTS

- **Start-Up Coordinator Report**
Lani Rounds discussed the enrollment at each campus and openings available in the junior high. Hiring is almost completed for faculty and some staff attended the UAPCS Conference, faculty boot camp, and language arts professional development. The National Charter School Conference and Confratute are approaching. The implementation of the Core Knowledge Sequence was reviewed as well as the curriculum that is on order and materials that could be purchased to use as a resource. The Board discussed grade bubbling and the flexibility between campuses to enroll students up to the approved amount of students. The Board thanked Lani Rounds for her service as the Start-Up Coordinator.
Trudy Sorensen left at 10:07 AM.

VOTING ITEMS

- **Board Members and Elected Officers**
The Board reviewed terms and officer positions and decided to keep the Board as current constituted.
Kathy Thornburg made a motion to approve the Board Members and officers as follows; Tyler Schvaneveldt seconded. Motion passed unanimously.
 - Mike Ostermiller – President
 - Stuart Adams – Vice President
 - Kathy Thornburg – Secretary
 - Tyler Schvaneveldt – Financial Coordinator
 - Trudy Sorensen – Member
- **Executive Director (New Hire)**
Tyler Schvaneveldt made a motion to approve Chris Bleak as the Executive Director and approve the Employment Agreement and compensation as discussed; Kathy Thornburg seconded. Motion passed unanimously.
- **2013-2014 FY Budget**
Brad Taylor reviewed the final amended 2013-2014 budget and the changes from the initial budget. The budget differences on purchases were discussed along with the funds rolling over from the first year.
Tyler Schvaneveldt made a motion to approve the 2013-2014 FY Budget; Kathy Thornburg seconded. Motion passed unanimously.
- **2014-2015 FY Budget**
Brad Taylor presented the budget and the amendment that will occur in October based on October 1 Count finances. The budget is based on full enrollment and figures can be adjusted in the fall. The figures for library purchases and the ability to get School Land Trust Funds the first year was discussed. Fiscal budgets may be tight for this first year so

options for leasing equipment are being examined. The Food Service Director has been hired and is included in the budget.

Tyler Schvaneveldt made a motion to approve the 2014-2015 FY Budget; Kathy Thornburg seconded. Motion passed unanimously.

- **Extra-Curricular Activities Participation Policy**

Lani Rounds reviewed the policy and the ability of the Campus Directors to create the needed procedures at a campus level.

Kathy Thornburg made a motion to approve the Extra-Curricular Activities Participation Policy; Tyler Schvaneveldt seconded. Motion passed unanimously.

- **Parent Grievance Policy**

Gabe Clark reviewed the updates to the Parent Grievance Policy and the ability to handle parent concerns quickly and fairly.

Tyler Schvaneveldt made a motion to approve the revised Parent Grievance Policy; Kathy Thornburg seconded. Motion passed unanimously.

- **Travel Policy**

Gabe Clark reviewed the policy controls for travel to ensure faculty and staff traveling are able to cover expenses appropriately.

Kathy Thornburg made a motion to approve the Travel Policy; Tyler Schvaneveldt seconded. Motion passed unanimously.

- **E-Rate Resolution**

Kim Dohrer reviewed the USAC program that allows schools to receive reimbursement for services. The resolution terms were reviewed.

Kathy Thornburg made a motion to approve the resolution for schools and libraries universal services (E-Rate) for 2014-2015, authorizing filing of the Form 471 applications for funding year 2014-2015 and the payment of the applicant's share upon approval of funding and receipt of services; Tyler Schvaneveldt seconded. Motion passed unanimously.

- **Zion's Bank Accounts**

The Board discussed opening additional bank accounts for petty cash and debit card use with the same signers as the original account and the addition of the Executive Director, plus the Campus Directors for the appropriate campus accounts.

Tyler Schvaneveldt made a motion to approve opening two Zion's Bank Accounts with the original signers plus the Executive Director on both accounts, and a Campus Director on each account; Kathy Thornburg seconded. Motion passed unanimously.

- **Revised 2014-2015 Calendar**

Lani Rounds reviewed the revisions to the calendar to allow for three more professional development short days.

Kathy Thornburg made a motion to approve the revised 2014-2015 Calendar; Tyler Schvaneveldt seconded. Motion passed unanimously.

- **Travel Policy**

The Travel Policy lunch figure for the out-of-state was clarified to be \$20. The policy should read, "4. a. Out-of-State per diem of \$65 per day will be paid as follows: \$35 for dinner, \$20 for lunch, and \$10 for breakfast."

- **Confratute Travel Expenses**
Lani Rounds reviewed the travel expenses for Confratute and the per diem expenses.

DISCUSSION ITEMS

- **Facilities Update**
Sheldon Killpack reviewed possible locations for the West Valley campus and its proximity to other schools. The campuses under construction are nearing completion and are looking outstanding.
- **Open Meetings Act Training**
The Board reviewed the Open Meetings Act Training and discussed what constitutes a quorum, electronic meetings, and the purposes of a closed session.
- **Action Items & Calendaring**
The Board is current on action items and the annual calendar will be posted.

ADJOURN

- Tyler Schvaneveldt made a motion to adjourn the Board Meeting; Kathy Thornburg seconded. Motion passed unanimously.
Board Meeting adjourned at 10: 50 AM.

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ADJOURN

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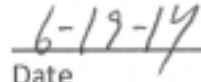
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AFFIDAVIT

This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(l)(a).



Mike Ostermiller



Date