



Ascent Academies of Utah  
**Board Meeting Minutes**  
October 15, 2013

Location: 352 North Flint Street Kaysville, UT 84037

*Ascent Academies of Utah's network of schools utilizes the Schoolwide Enrichment Model to build a strong educational foundation and to provide an enriching, individualized and varied educational experience to all students.*

## Minutes

**Board Members Present:** Mike Ostermiller, Kathy Thornburg, Trudy Sorensen (phone), Tyler Schvaneveldt

Meeting Called to Order at 9:40 AM.

### CONSENT ITEMS

- **Board Meeting Minutes**  
Kathy Thornburg moved to approve the August 14, 2013 Board Meeting Minutes; Trudy Sorensen seconded. Motion passed unanimously.

### PUBLIC COMMENT

- No public comments were made.

### REPORTS

- **Start-Up Coordinator Report**  
Lani Rounds updated the Board on the status of the school moving forward. She discussed marketing strategies and the outreach meetings. She has been fielding calls regarding hiring personnel and will be attending a career fair in November. Tyler Schvaneveldt arrived at 9:45 AM.

### VOTING ITEMS

- **Retain Legal Representation**  
Mike Ostermiller discussed the representation agreement with Joel Wright at Kirton McConkie and hourly billing on legal services. Tyler Schvaneveldt moved to engage Joel Wright from Kirton McConkie per the engagement letter for legal representation; Kathy Thornburg seconded. Motion passed unanimously.
- **401k Contribution & Waiting Period for Employees**  
Brad Taylor reviewed the options available for 401k matching and the 90-day waiting period. The executive level waiting period can be waived. Kathy Thornburg moved to approve the Plan 90 401k Contribution and Day Waiting Period for Employees; Trudy Sorensen seconded. Motion passed unanimously.
- **Procurement Policy**  
Brandon Fairbanks reviewed the policies as required by state rules and the policies compliance. Tyler Schvaneveldt moved to approve the Procurement Policy, Ethics Policy, Cash Handling Policy, and Donation and Fundraising Policy; Kathy Thornburg seconded. Motion passed unanimously.

### DISCUSSION ITEMS

- **School Policy Manual**  
Lani Rounds discussed the policy manual and the desire for the Board to review its contents, ask questions, and then be prepared to approve the entire manual in December.

- **Hiring Plan**  
Kim Dohrer discussed hiring Directors for the West Jordan and Farmington Campuses and posting the advertisement. Qualified candidates will be reviewed, interviewed by the Board, and the anticipated hire date is early spring. Job descriptions have been created and the hiring process was determined.
- **Employee Compensation Planning**  
The recommendation for compensation is to be competitive with local school district salaries and setting a pay scale for employees.

#### **CALENDARING**

- **Groundbreaking Ceremony**  
The Board discussed the options for a Groundbreaking Ceremony and it will be scheduled when the sites are secured.

#### **CLOSED SESSION**

- Kathy Thornburg moved to enter a Closed Session to discuss the purchase, exchange, lease or sale of real property; Tyler Schvaneveldt seconded. Motion passed unanimously, the votes were as follows:
  - Mike Ostermiller – AYE
  - Trudy Sorenson – AYE
  - Kathy Thornburg – AYE
  - Tyler Schvaneveldt – AYEEntered Closed Session at 10:10 AM.

#### **ADJOURN**

- Tyler Schvaneveldt moved to adjourn the Board Meeting and Closed Session; Kathy Thornburg seconded. Motion passed unanimously, the votes were as follows:
  - Mike Ostermiller – AYE
  - Trudy Sorenson – AYE
  - Kathy Thornburg – AYE
  - Tyler Schvaneveldt – AYEAdjourned Board Meeting and Closed Session at 10:34 AM.