

MINUTES OF MONTICELLO ACADEMY BOARD OF TRUSTEES

Regular Meeting — December 12, 2017

A SPECIAL MEETING OF THE MONTICELLO ACADEMY Board OF TRUSTEES WAS HELD ON TUESDAY DECEMBER 12, 2017 AT 4:17 PM, AT 2782 CORPORATE PARK DRIVE, WEST VALLEY CITY UTAH. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN MARTELL WINTERS.

The following Trustees were present:

Martell Winters
Joel Coleman
Jennifer Warnas
Gienie Assink

The following Administrators were present:

Kim Coleman
Dane Roberts
Juan Caballero
Shari Bradley

1. **Approval of Minutes.** Ms. Assink moved to approve the minutes of October 19, 2017, seconded by Ms. Warnas.

A roll call vote was taken:

Ms. Assink	Yes
Mr. Coleman	Yes
Mr. Winters	Yes
Ms. Warnas	Yes

The motion to approve the minutes passed unanimously.

2. **Budget and Audit Findings.** Ms. Coleman discussed various aspects of the current budget, including facility maintenance adjustments and other programmatic items. Trustees asked questions and made comments to help guide the administration and received updates on the physical facility needs. Mrs. Coleman reported there are no material findings on the annual audit and no deficiencies. Board members congratulated the administration on the results of the audit. She also informed the Board that some information during the audit process has led to improved processes. For example, Scott Abbott has developed some new procurement guidelines to improve internal controls and the administration is looking for vendors who can improve certain technical compliances. Mr. Winters asked about facility upgrades and Mrs. Coleman described a facilities review that has identified a few projects to address deferred maintenance items that the Board will notice in the budget, including replacing aging kitchen equipment and other building systems. Generally, however, the systems are where they should be in a building at the age of the MA facility.

3. **SAGE Results.** Ms. Coleman distributed the PACE school report card from the state and reviewed the results with the Board, including demographic information and academic results for MA students. Board members discussed declining scores. Ms. Coleman mentioned there is a general decline in charter school scores nationwide and MA seems to be following that trend. Ms. Laura Sage then arrived at the meeting and the Board invited her to discuss special education services at MA so she could leave without waiting for a later item on the agenda.

4. Special Education. Ms. Sage reported to the Board regarding an “alignment visit” on January 12, 2018 by the State Board of Education. She described efforts to internally review and prepare for that visit and she generally described the current state of the special education program at MA. She also described the need to hire one additional classroom aide to meet IEP requirements. Board members questioned the dynamics of an alignment visit and Ms. Sage described what is to be expected, including a free flowing discovery process when speaking with classroom teachers and parents and others involved in the special education program.

5. Sage Results (continued). Following the special education report, Board members reviewed test scores and data from the MA annual standards and accountability report and discussed student academic score trends, including the effect of mobility in upper grades on academic performance.

THE BOARD OF TRUSTEES OF MONTICELLO ACADEMY MET IN AN EXECUTIVE MEETING ON TUESDAY, DECEMBER 12, 2017, AT 5:40 PM, AT MONTICELLO ACADEMY, 2792 CORPORATE PARK DRIVE, WEST VALLEY CITY, UTAH. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN MARTELL WINTERS.

The following Trustees were present:

Martell Winters
Gienie Assink
Joel Coleman
Jennifer Warnas

6. Professional Competency and Character Discussion. In accordance with §52-4-206(6b), Monticello Academy does not record executive meeting discussions regarding the professional competency of employees.

FOLLOWING THE EXECUTIVE MEETING, THE REGULAR MEETING OF THE MONTICELLO ACADEMY BOARD OF TRUSTEES WAS RECONVENED AND CALLED TO ORDER BY CHAIRMAN MARTELL WINTERS AT 6:17 PM.

7. Board Elections. Board members discussed the various officer positions on the Board and Mr. Coleman mentioned that over a year ago, he and Mr. Winters had discussed holding elections on a more regular basis. He also mentioned that the newly revised Board bylaws and MA policies prescribe elections each year in the Fall, but since the chair was out of the country at that time this year, they were postponed and placed on the current agenda. He also stated his desire to no longer serve as the Board treasurer and informed the other trustees that it was advised they consider staggering leadership assignments for individuals who serve on both of the Boards of MA and MAP to avoid the appearance of the same people controlling both entities. Ms. Assink then nominated Ms. Warnas as the Board treasurer.

A roll call vote was taken:

Ms. Assink	Yes
Mr. Coleman	Yes
Mr. Winters	Yes
Ms. Warnas	Yes

The vote was unanimous. Ms. Warnas then nominated Ms. Assink to serve as the chair of the MA Board of Trustees.

A roll call vote was taken:

Ms. Assink	Yes
Mr. Coleman	Yes
Mr. Winters	Yes
Ms. Warnas	Yes

The vote was unanimous. Ms. Assink then nominated Mr. Coleman to continue to serve as the Board secretary.

A roll call vote was taken:

Ms. Assink	Yes
Mr. Coleman	Yes
Mr. Winters	Yes
Ms. Warnas	Yes

Unanimous.

THERE BEING NO FURTHER BUSINESS OF THE MONTICELLO ACADEMY BOARD OF TRUSTEES THE REGULAR MEETING OF TUESDAY, DECEMBER 12, 2017, WAS ADJOURNED AT 6:22 PM BY CHAIRMAN WINTERS.

I hereby certify the foregoing to be a true, accurate and complete record of the proceedings of the special meeting and the executive meeting of the Monticello Academy Board of Trustees held December 12, 2017.

Joel Coleman

Secretary