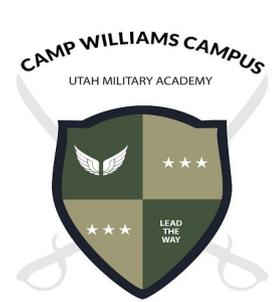




Utah Military Academy
Hill Field Campus - Riverdale, UT
Camp Williams Campus - Lehi, UT
2019-2020 School Year



Board Minutes 12 November, 2019

Present: Chuck Williams, Curt Oda, Vickie McCall, Merlynn Newbold, Darren Beck, Matt Throckmorton.

Absent: Sherrain Reber

Guests: Steve Carroll, Jordon Chandler, Katie Williams, Lincoln Fillmore, Kit Workman.

Via Call In: Warren Shenk, Angie Gurney

1750 Call To Order, Chuck Williams - Quorum Determined.

1. Approval of Minutes:

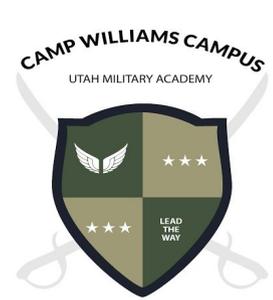
- a. Merlynn, please send minutes to Board 2-3 days prior to Board meetings for review, as well as less abbreviations so they are easier to read.
- b. Vickie, would like attachments (ie. Financials, Executive Director's report) included with minutes for review.
- c. Matt, resolution, will provide previous board packet and current board packet with each board meeting. All minutes posted within 72 hours on state site. To include board recording.
- d. Merlynn, how long state site keeps board info logged for view? How long are recordings
- e. Not sure, about 8 slots a year, goes back a few years. Can download recording as MP3 and skip/rewind through meeting.
- f. 1800 Vickie motions to move minutes to next meeting for approval. All in Favor.**

2. 1803 Finance Review, Lincoln Fillmore

- a. Budget looking good, because enrollment was better than anticipated.
- b. October not yet finalized
- c. Doing very well on local revenue.
- d. Received 26% of State Funding.
- e. Federal Funding always comes late, more of a refund
- f. Actual Year To Date spent or received
- g. Budget is expected earning/spending.
- h. Over/Under How much we are under, 25% through the year.
- i. Merlynn, Are we behind in K-12?
 - i. Lincoln, no because we are only 25% through the year.
- j. Federal Lagging is normal, comes as refund. State was late with applications this year, not posted until the end of Oct.
- k. 14% through the professional and Technical services.
- l. Purchasing looks high because Transportation and Insurance comes out as one lump sum at the beginning of the year.
 - i. Matt notes that line 172: 42k strictly for Cadet UTA Passes.
- m. Matt notes Line 179 represents Advertising, Facebook is most effective. Stopped advertising as of 10/1/19, though still getting applications for enrollment coming through. Advertisement dies down until Spring, when we begin enrolling for next year.
- n. Merlynn, What about the Busses that UMA owns/operates
 - i. Lincoln, looking at PG 6 is the wages for the drivers.
- o. Lincoln, 31% through the budget, though not concerned because it is front loaded. A lot of up front costs, that we won't have going forward.



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- p. Line 208 is for uniforms, 91% through the budget, though all up front, with little spending after the first of the year.
- q. Other expenses look high, because we are finishing our revolving loan.
- r. Matt, grew 200k in 1 month for budget. Will continue to grow, moving through October
 - i. Lincoln, yes will grow, though can't tell final numbers, because October not finalized. Due Nov. 20th
- s. Lincoln, Budget is good, Enrollment is good, Finances are good.
- t. Merlynn, why do Debit cards show as cash?
 - i. Lincoln, Debit cards used as cash, rather than mailing checks.
- u. 1.75 Million, all schools cash. Matt, Kevrine's cover sheet shows all days cash on hand, excluding restricted. 57 days.

3. Update STLA, Matt

- a. Karen Rupp and Paula Plant over STLA, ask for UMA board to approve PIC (Parental Involvement Committee) to elect parents for our STLA Team.
- b. Separate group from PIC
- c. Curt, How does that work, how many parents?
 - i. Matt, 2 more parents than staff. Typically we have 3 staff, and 5 parents per campus.
- d. Curt, are Parents trained? Who provides training?
 - i. STLA offers training for all members of the team.
 - ii. When Parents are elected, Matt enters them into the STLA Site, STLA then sends notices, training dates, etc.
- e. **1823 Merlynn moves to allow UMA PIC Board to assist Admin in Electing STLA Parent Team. All in Favor.**

4. Matt, Reapproval of Policies

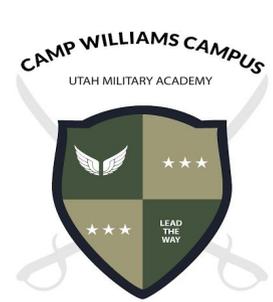
- a. Charter Solutions Policy Manual, adopted by UMA from beginning
- b. Matt, approved back in March of 2014 (Exact date?) when getting ready to open. Need to re-approve updates.
- c. Used Charter Solutions Manual as a guide in some situations.
- d. Vickie, would like to review 1-2 policies at each board meeting.
- e. Lincoln, Board should read, update, etc. The policy manual is more of a template. Does require reviews.
- f. Merlynn, Can we customize the policy handbook?
 - i. Lincoln/Matt, Yes, we can and do.
- g. Merlynn/Vickie, would like to review prior to approving.
- h. Matt, will have Mr. Carroll combine all of our policy handbooks (ie. Cadet Handbook, staff Handbook, Charter Solutions Manual) into one large policy manual for district.
- i. **Vickie, Motion to move policies to another meeting. Would like a copy of the manual sent to all board members for review. Merlynn Seconds, all in favor.**

5. Chuck, Viper Flight Charter Amendment.

- a. Matt, in order to begin process on amending charter to reflect viper flight, needs Board approval to meet with Michael Clark at the state.
- b. Merlynn, Why do we need Viper, is it worth amending our charter?
- c. Matt, Serves 15-30 Cadets using blended. Couple of Cadets that may have issues use viper. If we don't amend charter, we say goodbye to these Cadets.
- d. Merlynn, is this the program we contracted with Julie? Are we paying them?



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- i. Matt, No. We are no longer working with Julie's program. They helped us get it up and running, we are now running program on our own.
 - e. Curt, What are the expectations of the future of Viper? Are we Expanding? Large Cost?
 - i. Matt, the program pays for itself. Very modest in cost.
 - ii. Future not looking to expand the program, only use it for it's purpose, to assist some of our cadets that may need it.
 - iii. Some Cadets have IEP's and use the program for accommodating their needs.
 - f. Merlynn, how many cadets using Viper have IEP's.
 - i. Matt, about 15 or so.
 - g. Merlynn, is Viper worth our time and efforts?
 - i. Matt, yes it serves the needs of those that use it. Cadets that may not do so well in traditional school setting, but still want Military Factor.
 - h. Mr. Carroll, Viper Flight allows alot of flexibility and uniqueness per Cadet.
 - i. We have a cadet who is working to be a National Fencer, has a lot of practices, tournaments, etc. He is able to use Viper flight, and still get an education while he is working towards his goals.
 - i. Curt notes, it may also help teachers, if Cadets with Behavior issues are using it.
 - j. Merlynn, we do need to look at as many options as we can for those with IEPs. What does Staff think about it?
 - i. Mr. Carroll, there has been a small learning curve with staff, always improving.
 - k. Oda, what does it look like to change the Charter
 - i. Matt, it will present as an attachment to our Charter, to allow the blended tool/model.
 - l. **Oda motions to approve process for amending Charter.**
 - i. Merlynn seconds with reservation. Does not want it exceeding 20-40 Cadets. Does not want it highly advertised.
 - ii. **Unanimous vote. Matt will bring it to the next board meeting.**
6. **1912 Curt Oda Motions to move to Executive Session of Board meeting.**
 - a. Chuck notes we are moving into Executive Session to discuss a subject relative to one of the approved grounds
 - b. **Roll Call:** Curt Oda, Darren Beck, Merlynn Newbold, Vickie McCall, Chuck Williams.
7. **2032 Vickie Motions to move to General Board Session.**
 - a. **Roll Call:** Curt Oda, Darren Beck, Merlynn Newbold, Vickie McCall, Chuck Williams.
8. **2033 Vickie Moves to Adjourn, Darren seconds. All in Favor.**