



## Board Minutes

Utah Military Academy

January 21st, 2020

### Physical Address

3901 W. Waterbury Dr.

Lehi, UT 84043

1700 hours

**Toll Free: 425-436-6200**

**Code: 327252#**

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**Present:** Lt. Carroll, Vickie McCall, Merlynn Newbold, Curt Oda, Chuck Williams, Sherrain Reber, Darren Beck

**Absent:** Chris Herrod

### **Call to Order    Chuck Williams 1714**

Quorum determination, Opening

1. Approval of Minutes
  - a. Merlynn would like some edits added to the Minutes.
    - i. Would like names of Finance Committee added to the minutes, on item #7.
      1. Merlynn Newbold Chris Herrod, Steve Carroll, Lincoln Fillmore, Kevrine Wells, and Teresa McEntire
      2. Merlynn asks, were we supposed to be creating a SPED Budget in this committee?
      3. Lt. Carroll responds No, the SPED Budget was already created, we will just act as oversight.
      4. Vickie **motions** to Accept minutes with Merlynn's edits. Curt Seconds Unanimous.
2. Update on SCSB Warning Letter Progress
  - a. Steve reviews
  - b. Deadline for all requirements is February 1st for all 11 points.
  - c. Lt. Carroll would like to have everything submitted by this Friday January 24th so we have some time to get response if they would like anything further, and can still make the 2/1 deadline.
  - d. SCSB meets on 2/13, and we will be requesting to be removed from Warning Status.
  - e. LT Carroll states we have not yet sent Finance Reports to SCSB, we need to get that done.
  - f. LT Carroll talked with Kevrine and they need to figure out if they need only Nov. and Dec. or if they want January as well.
  - g. In August UMA had 3 days of unrestricted Cash on Hand.
  - h. Nov. UMA had 19.3 days of unrestricted Cash on Hand.
  - i. Adjusting the Budget to cut all unnecessary costs.
  - j. Current month we are 16 days Cash on Hand. Continuing discussions on how to improve that.
  - k. Dec. brought on some unexpected costs.

- l. January Enrollment decreased significantly.
    - i. Vickie asks what is “significant”
    - ii. CW lost 110, HF lost 65 since August.
    - iii. Loss of Bond in Nov. caused excess expenses in Dec.
    - iv. Being careful to clean it up.
  - m. Separate bank account
    - i. Savings Account will be used for SPED Funds.
  - n. #3, #4, #5, #6 in the Letter are already done.
  - o. SCSB Has questions on our Viper Plan.
  - p. PARS been signed since Nov.
    - i. Curt have we checked with Charter solutions, can we provide those per pay period?
    - ii. Lt. Carroll, Met with SCSB on 1/6, Charter Solutions says its hard with current system to provide by pay period. SCSB is good with monthly.
  - q. #9 Grade Changes, continue to negotiate the policy. Want to verify Allegations are not true.
    - i. found common ground. If NOT initiated by a teacher a formed committee will be put in place to review the circumstances and make final choice.
    - ii. Lt. Carroll will have the policy created and sent to SCSB by Friday
      - 1. Merlynn, please send that to UMA Board. Steve will do.
  - r. #10 Steve has two handouts for Board to Review
    - i. All Purchases over \$1000.00
    - ii. All Contracts over \$5000.00
    - iii. Board finance committee will review.
    - iv. SCSB is Understanding that these things take time when it comes to contracts.
  - s. #11 SCSB wants letter from UMA Board about how they will continue to investigate these processes
    - i. Sherrain will write that letter.
    - ii. Steve please have it by Friday.
3. Camp Williams Changes 1744
- a. Lt. Carroll wants to clarify this is more like LEA changes.
  - b. Based on discipline, feedback, w/d forms, etc. We decided to make some needed changes.
  - c. Must make progress, not sitting back, but pushing forward.
  - d. Admin Changes: CW Academic Director to HF, HF Academic Director to CW.
  - e. Hoping to make improvements, and help bring campuses together.
  - f. Focusing on the positive
  - g. Hoping for fewer cadet W/D and Better teacher cohesiveness.
  - h. Merlynn, what is the timeframe for this swap.
    - i. Lt. Carroll, it is set up to be flexible. Looking to keep it this way the remainder of the year, though we will monitor and make changes if needed.
  - i. Merlynn, asks the audience, is this change why we have so many staff present for tonight's board meeting?
  - j. Can we talk later to these teachers that are present? Chuck, sure after the meeting.
  - k. Chuck asks if we are still looking for Commandant at CW Campus.
  - l. Steve replies, he posted job for both Executive Director and Commandant last week. We need to find a better platform for Commandant position.
  - m. Vickie/Sherrain, will help to post in Military settings.
4. Jumping to Public Affairs and Media
- a. Chuck, Social Media and public in uproar about this warning letter. A lot of misinformation and negativity to these allegations that are not true. We are working to improve media and public affairs.
  - b. Chuck makes it clear we are still recruiting. We are not waiting to be off of warning status.
  - c. Sherrain, we need to find an opportunity to highlight all of the great things UMA is doing. She will ge with the Maj. Workman
5. Merlynn jumps to Training for Board and Staff.

- a. Specifically wants to start with purchasing and procurement training.
  - b. She will invite someone to come get training done for the board.
  - c. Mostly concerned about procurement.
  - d. Chuck, Training is great, we need to get it done, but it needs to have a time limit, board meetings already very long.
  - e. Vickie Maybe have board training start 30 minutes prior to meeting.
  - f. Merlynn will get something scheduled.
6. Vickie - Can we take a few minutes to hear from teachers who are present.
- a. Darren, not the best idea for board to engage with teachers. Can cause problems.
  - b. Merlynn, we need to add public comments section to agenda.
  - c. Chuck, turns meeting to merlynn to hear from teachers. - 10 minutes.
    - i. Guest Melanie Evers: She wants teachers to know that we should rally behind administration and their choices.
    - ii. Coach Huff, wants to know what's going on, so she can confidently answer parents questions.
    - iii. Ms. Stinson, concerned about moving Academic directors mid-year. Should be done at the beginning of year.
    - iv. No other comments.
7. Daren motions to close for Executive session to discuss legal and personnel issues
- a. Roll call vote, moves to executive session. **1809**
    - i. Executive Session - Personnel and Legal Issues
8. Board moves out of Executive Session 1954
- a. Merlynn moves to have Matt Throckmorton not involved with UMA at all until Board can meet and come up with an appropriate transition plan.
  - b. Darren, to what extent can he be involved until then?
  - c. Merlynn, to no extent until the board meets on the matter.
  - d. Chuck, all in favor Matt will have no contact with UMA until discussion. Unanimous.
9. Merlynn Motions to adjourn, Chuck seconds. Unanimous

**Adjourn [1956]**