



Board Meeting Minutes

Thursday, December 1, 2022

Location: Vanguard Academy - 2650 S. Decker Lake Lane - Room 104

Present: Joy Palmer, Charles Reynolds, Debby Llewelyn, Brad Nelson, Michael Clark, Grace Mitchell, Eric Freeman, Dan Jessop, Ben Robinson, Kim Mangum, John Williams, Darren Jenkins, Jonie Jenkins, Scott Kingston

Start Time: 6:30 P.M.

*Our mission is to empower our students to excel in college and careers with exceptional math, science, and leadership skills, inspired by music and a passion for learning.*

## MINUTES

**1. Public Comments** – there were no public comments

**2. Items of Excellence** – Michael shared the excellent response to the flood at the school this week. They kept kids safe, in class and learning. Charles shared that student grades are coming up and looking good for this semester. Jonie shared that there is a greater awareness of college preparation, and more students have applied for college this year than had last year at this time.

**3. Minutes from Previous Meeting**

Darren Jenkins motioned to approve 11/15/22 Meeting Minutes, Kim Mangum seconded.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The minutes were approved.

**4. Director's Report**

Charles talked about the flood that occurred over the weekend and the staff's amazing response to the emergency. We did lose one academic day, so there will be adjustments to the academic calendar to make up the lost day. This month we will be sending out notices and advertising for the upcoming enrollment period.

**5. Finance Committee Revised Budget**

John updated the format of the budget to be easier to read.

Brad recommended putting savings into a PTIF account through the State Treasurer's Office. Brad motioned to approve the revised budget, Grace seconded the motion. VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The revised budget was approved.

**6. GPS Software RFP**

John was not in the room during this discussion. He has a conflict of interest with Vendor #2, the owner is his cousin. John was not part of the bidding process. John does not live in the same household as the owner and will not benefit financially from this contract.

Charles left the room during this discussion. He has a conflict of interest with Vendor #1, the CEO is his nephew. Charles does not live in the same household as the owner and will not benefit financially from this contract.

Brad suggested going back to Vendor #3 and asking them if they can lower their price to meet the amount in our budget.

Scott motioned to re-start the RFP process for the GPS software, and solicit more bids, making sure that the state-preferred vendors are getting the information. Grace seconded the motion.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The motion was approved.

**7. Classroom Technology RFP – this was tabled for a future meeting.**

**8. Facility Lease Amendment**

Eric, Grace, and Scott left the room during this discussion. Eric, Grace and Scott have a conflict of interest with the officers of the landlord, each of them is related to officers. Eric, Grace and Scott were not part of the lease negotiation. Eric, Grace and Scott do not live in the same household as any of the officers and will not benefit financially from this lease.

Brad motioned to approve to submit the 4<sup>th</sup> amendment to the lease to the State Charter Board, with the change of the name of the board chair to Eric Freeman. Debby seconded the motion.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The motion was approved.

Grace, Scott, and Eric came back into the room.

## **9. Policy Update**

15.2 Cash policy – Scott motioned to approve, Darren seconded.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The policy was approved.

11.11 Tuition Reimbursement as Compensation (TRAC) policy – Scott motioned to approve, Dan seconded.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The policy was approved.

15.3 Conflict of Interest Policy – Brad motioned to approve, Ben seconded.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The policy was approved.

3.7 Library Content Program – Scott motioned to approve, Debby seconded.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The policy was approved.

15.10 Procurement Policy – Ben motioned to approve, Dan seconded.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The policy was approved.

8.3 Fundraising, Donations, Gifts, and Sponsorships – Brad motioned to approve the policy subject to the change in 8.3.5.1 - that would be approved by administration rather than the board, Grace seconded.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES. The policy was approved.

## **10. Human Resources Items/ Review Conflict of Interest Statements**

All board members were given the Conflict-of-Interest form to fill out and turn in.

**11. Closed Session in Accordance with The Utah Open and Public Meetings Act for Purposes Outlined in Law.** Dave Mortenson joined the meeting via phone. Grace motioned to go into closed session to discuss pending litigation, Kim seconded the motion.

VOTES: Debby Llewelyn - YES, Brad Nelson - YES, Scott Kingston- YES, Grace Mitchell – YES, Darren Jenkins – YES, Dan Jessop – YES, Ben Robinson – YES, Kim Mangum – YES, Eric Freeman - YES. The Board moved into closed session at 8:30 P.M.

**12. Board moved back into Open Session at 9:32 P.M.**

Present: Joy Palmer, Charles Reynolds, Debby Llewelyn, Brad Nelson, Michael Clark, Grace Mitchell, Eric Freeman, Dan Jessop, Ben Robinson, Kim Mangum, Darren Jenkins, Scott Kingston

**13. Meeting Closure:** Grace motioned to close the meeting, Darren seconded.

End Time: 9:33 P.M.

PENDING BOARD APPROVAL