

Vista School Board Meeting

January 20, 2022 Agenda

Location: 585 East Center, Ivins, UT 84738 (virtually via Webex)

<https://uen.webex.com/uen/j.php?MTID=m334de8fd88c6dd42b34b3a57a21d632b>

Board members present:

Others present:

CALL TO ORDER: Welcome and Introductions

APPROVAL OF PREVIOUS MINUTES

PUBLIC COMMENTS

COMMENTS FROM THE ADMINISTRATIVE TEAM

BOARD CALENDAR

Next Board Meeting- Thursday, February 17th @ 5pm

Board Training

REPORTS

Director's Report

Enrollment and Lottery Update

Faculty/Staff Changes

Upcoming and Past Events

Financial Report – Troy Bradshaw

DISCUSSION/ACTION ITEMS

Board Committee Updates

Board Code of Conduct

Physical Facilities & Equipment Policy

School Fees Discussion

TABLED AGENDA ITEMS

ADJOURN

CLOSED SESSION

To discuss the character or competence of an individual. Requires roll call vote.

	Returning	Undecided	No	No Response	Total Students in Grade	% returning*	*does not include undecideds or no responses
kindergarteners returning for 1st:	92	1	0	0	93	99%	
1st graders returning for 2nd:	96	0	1	7	104	92%	
2nd graders returning for 3rd:	99	0	1	5	105	94%	
3rd graders returning for 4th:	104	2	1	4	111	94%	
4th graders returning for 5th:	103	0	0	7	110	94%	
5th graders returning for 6th:	111	4	0	5	120	93%	
6th graders returning for 7th:	117	3	0	7	127	92%	
7th graders returning for 8th:	117	5	5	9	136	86%	
8th graders returning for 9th:	84	10	9	25	128	66%	

	21-22 School Year				22-23 School Year	
	Enrolled Nov 2021	Enrolled Jan 2022	2021-22 Target	2021-22 Waitlist	2022-23 Lottery List	2022-23 Target
Kindergarten	92	92	95	0	65	95
1st Grade	104	104	104	0	16	104
2nd Grade	104	105	104	0	9	104
3rd Grade	112	111	112	6	7	112
4th Grade	111	110	112	7	7	112
5th Grade	118	120	118	3	7	118
6th Grade	128	127	125	6	14	125
7th Grade	137	136	130	0	2	135
8th Grade	127	128	130	0	2	135
9th Grade	67	65	70	0	1	90
Total	1100	1098	1100	22	130	1130
Updated 1/18/22						

Vista School
Profit & Loss Budget Overview
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Less Construction</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense					
Income					
1000 · Local Revenue	351,593.40	351,593.40	462,166.54	-110,573.14	76.08%
3000 · State Revenue	4,732,697.53	4,732,697.53	8,779,311.19	-4,046,613.66	53.91%
4000 · Federal Revenue	197,659.75	197,659.75	1,123,632.35	-925,972.60	17.59%
Total Income	<u>5,281,950.68</u>	<u>5,281,950.68</u>	<u>10,365,110.08</u>	<u>-5,083,159.40</u>	<u>50.96%</u>
Gross Profit	5,281,950.68	5,281,950.68	10,365,110.08	-5,083,159.40	50.96%
Expense					
10 · INSTRUCTION	2,925,774.28	2,925,774.28	5,398,694.85	-2,472,920.57	54.19%
21 · STUDENT SUPPORT SERVICES	176,215.71	176,215.71	378,624.26	-202,408.55	46.54%
22 · SUPPORT SERV. INSTR. STAFF	34,865.08	34,865.08	143,998.30	-109,133.22	24.21%
23 · SUPPORT SERVICES-BOARD	0.00	0.00	19.37	-19.37	0.0%
24 · SUPPORT SERV. ADMINISTRATION	411,970.96	411,970.96	648,958.27	-236,987.31	63.48%
25 · SUPPORT SERV. CENTRAL	268,980.10	268,980.10	445,846.49	-176,866.39	60.33%
26 · SUPPORT SERV. OPER. & MAINT.	283,890.93	283,890.93	381,976.11	-98,085.18	74.32%
27 · STUDENT TRANSPORTATION	48,951.02	48,951.02	44,161.10	4,789.92	110.85%
31 · FOOD SERVICES LUNCH	199,422.12	199,422.12	360,572.91	-161,150.79	55.31%
33 · After School Program	31,067.80	31,067.80	84,393.89	-53,326.09	36.81%
45 · BLDG AQUISITION & CONSTRUCTION	4,868,315.41	90,791.16	10,270,381.26	-5,402,065.85	47.4%
51 · Debt Service	1,504,888.75	738,595.00	998,307.50	506,581.25	150.74%
Total Expense	<u>10,754,342.16</u>	<u>5,210,524.16</u>	<u>19,155,934.31</u>	<u>-8,401,592.15</u>	<u>56.14%</u>
Net Ordinary Income	<u>-5,472,391.48</u>	<u>71,426.52</u>	<u>-8,790,824.23</u>	<u>3,318,432.75</u>	<u>62.25%</u>
Net Income	<u><u>-5,472,391.48</u></u>	<u><u>71,426.52</u></u>	<u><u>-8,790,824.23</u></u>	<u><u>3,318,432.75</u></u>	<u><u>62.25%</u></u>

Note:

Construction Costs	4,777,524.25
Bond Escrow payments to Old Bond	766,293.75
	<u>5,543,818.00</u>

Vista School Profit & Loss Budget Overview July through December 2021

	<u>Jul - Dec 21</u>	<u>-Less Construction</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense					
Income					
1000 · Local Revenue	282,266.25	282,266.25	462,166.54	-179,900.29	61.08%
3000 · State Revenue	3,918,364.32	3,918,364.32	8,779,311.19	-4,860,946.87	44.63%
4000 · Federal Revenue	144,610.97	144,610.97	1,123,632.35	-979,021.38	12.87%
Total Income	<u>4,345,241.54</u>	<u>4,345,241.54</u>	<u>10,365,110.08</u>	<u>-6,019,868.54</u>	<u>41.92%</u>
Gross Profit	4,345,241.54		10,365,110.08	-6,019,868.54	41.92%
Expense					
10 · INSTRUCTION	2,526,841.10	2,526,841.10	5,398,694.85	-2,871,853.75	46.81%
21 · STUDENT SUPPORT SERVICES	146,840.57	146,840.57	378,624.26	-231,783.69	38.78%
22 · SUPPORT SERV. INSTR. STAFF	33,588.06	33,588.06	143,998.30	-110,410.24	23.33%
23 · SUPPORT SERVICES-BOARD	0.00	0.00	19.37	-19.37	0.0%
24 · SUPPORT SERV. ADMINISTRATION	365,127.85	365,127.85	648,958.27	-283,830.42	56.26%
25 · SUPPORT SERV. CENTRAL	228,008.76	228,008.76	445,846.49	-217,837.73	51.14%
26 · SUPPORT SERV. OPER. & MAINT.	242,944.76	242,944.76	381,976.11	-139,031.35	63.6%
27 · STUDENT TRANSPORTATION	42,582.93	42,582.93	44,161.10	-1,578.17	96.43%
31 · FOOD SERVICES LUNCH	165,336.18	165,336.18	360,572.91	-195,236.73	45.85%
33 · After School Program	30,607.27	30,607.27	84,393.89	-53,786.62	36.27%
45 · BLDG AQUISITION & CONSTRUCTION	4,521,730.29	90,282.23	10,270,381.26	-5,748,650.97	44.03%
51 · Debt Service	1,127,451.25	391,225.63	998,307.50	129,143.75	112.94%
Total Expense	<u>9,431,059.02</u>	<u>4,263,385.34</u>	<u>19,155,934.31</u>	<u>-9,724,875.29</u>	<u>49.23%</u>
Net Ordinary Income	<u>-5,085,817.48</u>	<u>81,856.20</u>	<u>-8,790,824.23</u>	<u>3,705,006.75</u>	<u>57.85%</u>
Net Income	<u><u>-5,085,817.48</u></u>	<u><u>81,856.20</u></u>	<u><u>-8,790,824.23</u></u>	<u><u>3,705,006.75</u></u>	<u><u>57.85%</u></u>

**Note: \$225,000 funds not received but billed 306,856.20

***Note: \$815,000 fund to billed for reimbursement 1,121,856.21

School Equipment Use

Vista School maintains equipment for the use of educating students according to state and federal laws. School property and equipment is purchased by local, state and federal funding. Equipment is tracked by the program it was purchased with and must be kept within that program. Equipment may not be used for other purposes if it was purchased specifically for a certain program such as federal and state programs including Title 1, Special Education, Food Services, or general school funds.

Maintenance, Upkeep, and Care

The school system buildings, grounds, and equipment shall be maintained in the best condition of operation and appearance that the school district staff and budget will allow.

Attractive facilities and proper upkeep are essential in the development of student and community pride. Thus, proper care will be a high priority. Custodial service will be responsible for maintaining the facilities properly. Students, staff, and teachers must respect the custodial and maintenance staff's time and make every effort to help keep all areas as tidy as possible. Students, staff, and teachers are strongly encouraged to clear desks and floor of paper, pencils, etc. at the end of each class period.

Acquisition and Disposal of School Property

In acquiring, improvement of or disposal of school facility site, buildings, and equipment, preliminary studies shall be made to determine the educational need, the financial resources available, and other conditions which need to be considered for determination of the best course of action. All property acquisition and disposal shall be in full compliance with state statutes and local board policy.

Use of School Facilities and Equipment

Use of buildings, facilities, and equipment must be in keeping with the general program of education. Student curriculum and activities shall come first in the use of school property. School facilities shall not be used for commercial use or personal gain or profit.

Pursuant to Utah law, the local board, pursuant to the school regulations and conditions, may open any school building and permit the use of any property belonging to the district for religious, political, literary, community, cultural, scientific, mechanical,

agricultural, or parental involvement purposes and other purposes of general public interest. School is further permitted to make a reasonable charge for the use of school property.

Vista School may bar use of property, but if it does allow organizations to use its facilities for non-academic purposes, it may not discriminate against any comparable applicant in deciding who will and who will not be permitted to use school property.

Accounting for Fixed Assets

1. Employees who are involved in fixed assets identification, recording, approval, and monitoring processes are responsible for reading and understanding the policies and procedures presented below, as well as applicable State policies.
2. Safeguarding of Assets: Directors and their designees are ultimately responsible for ensuring proper safeguards are in place over the fixed assets in their Sections.
 - a. II. Purchasing Fixed Assets: Purchasing is responsible for monitoring Purchasing Requisition Forms (PRF), and for identifying purchases that qualify as fixed assets.
 - b. III. Receiving and Recording Fixed Assets:
 - c. The Receiving Department will ensure delivery of the asset to the appropriate Section.
 - d. The Financial Manager is responsible for ensuring fixed assets purchased are properly recorded in FINET Fixed Assets and for completing the Fixed Assets Reconciliation Worksheet.
 - e. The Financial Manager is responsible for reviewing the worksheet and ensuring it is accurate
3. The Financial Manager is responsible for ensuring tags are properly placed and recorded, and for ensuring issued and unissued I.D. Tags are tracked and accounted for in appropriate asset sheets.
 - a. Vista School Administration has sole discretion in determining whether school property maybe used for non-school purposes and/or by private organizations.

2022-2023 School Fee Schedule

A. Grade Level Fees

● 6th General Curriculum/Technology Fee	\$35
● 7th General Curriculum/Technology Fee	\$35
● 7th ACT Aspire Assessment Fee	\$25
● 8th General Curriculum/Technology Fee	\$35
● 8th ACT Aspire Assessment Fee	\$25
● 9th General Curriculum/Technology Fee	\$35
● 9th Biology Lab Fee	\$15

B. Program/Class Fees

● Advanced 3D Printing	\$15 \$20
● Advanced Robotics	\$40
● Beginning/Advanced Cycling Class	\$15
● Coding with Robotics	\$30
● Information and Communications Tech	\$10
● Construction and Engineering Technology	\$40
● CAD Architectural Design	\$20
● Manufacturing Technology	\$40
● Visual Art	\$10
● Advanced Visual Art	\$20
● MDT-VRS	\$185
● MDT-Vocal Xpressions	\$185
● MDT-Showcase Company	\$85
● Advanced Band	\$25
● Tuba instrument cleaning fee	\$30

C. Auditioned Groups/Extracurricular

● Advanced Orchestra	\$115 \$125
● Intermediate Orchestra	\$115
● Dance Apprentice	\$100
● Dance Corps	\$100
● Dance Principal	\$125
● Dance Soloist	\$125
● Musicals (Elementary Cast)	\$100
● Percussion	\$50
● Shakespeare Team	\$90 \$100
● Vista Academy Jacket	\$30
● VEX Team	\$125 \$175
● Vocal Xpressions	\$100
● VRS	\$110

D. Other Fees

- Field Trips-Expected Donation \$10 (not to exceed)
- Performing/Competition Group Trips \$680 (not to exceed)
- Student Apparel ~~\$10~~ **\$15**
- VCE Classes (per class) \$200 (not to exceed)
- Vista Transportation (bus-one way) \$30 (per month)
- Vista Transportation (bus-round trip) \$55 (per month)
- Student Council \$15
- Mathcounts ~~\$15~~ **\$75**

E. Meal Fees

- After School Snacks (Adult) \$1 (per day)
- After School Snacks (Student) \$0
- Breakfast-Full Cost \$1.50 (per day)
- Second Breakfast-Full Cost (Student) \$1.50 (per day)
- Breakfast-Reduced \$0.30 (per day)
- Lunch-Full Cost (Adult) \$3.00 (per day)
- Lunch-Full Cost (Student) \$2.50 (per day)
- Second Lunch-Full Cost (Student) \$3.50 (per day)
- Lunch-Reduced \$0.40 (per day)

F. Non-Fee Waiverable Fees

- Damaged/Lost Laptop \$200 (not to exceed)
- Damaged/Lost Laptop Charger ~~\$20~~ **\$30**
- Late Library Book Fee \$0.05 (per day)
- VCE Classes (per class) \$200 (not to exceed)
- Vista Transportation (bus-one way) \$30 (per month)
- Vista Transportation (bus-round trip) \$55 (per month)

Total Student Maximum

\$300 + Extra Curricular

Total Family Maximum

\$900 + Extra Curricular

Board Approved:

Director & Officer Code of Conduct

1. I will NOT attempt to influence management OR board decisions pertaining to the employment or contracts of family members or personal friends (including hiring, termination, compensation, discipline, assignment, etc.).
2. I will recuse myself from all board votes AND *discussions*, whether in open or closed sessions, that *individually* (i.e., *not* categorically such as all teachers) involve my family members or personal friends or businesses which I may have an interest in (whether or not I am an owner).
3. When interacting with faculty and staff, I will not (1) issue directives, (2) represent myself as a conduit between them and the board, (3) undermine or criticize the school's leadership, or (4) explicitly or implicitly convey that my requests and/or suggestions carry board authority.
4. When participating in board meetings or committee meetings, I will conduct myself in a professional, courteous manner. I will specifically refrain from excessive profanity, unlawful discrimination, and rude behavior that the board would deem unacceptable were such to occur on the part of management or staff.
5. I will not speak for the board when I have not been authorized to do so. I remain free to express my personal opinions, but I will be careful to state that they do not necessarily represent the board as a whole.
6. Other than issues of student safety or things covered by the board's whistleblower policy, I will not take any action on any complaint or concern until the school leader has first had the opportunity to address it, other than to refer the person to the board's policy on such matters.
7. I will prepare in advance for board meetings and fulfill all committee assignments or other tasks that the board may delegate to me.
8. I will preserve confidences and confidential/sensitive information that I may become privy to as part of my responsibility as a board member.
9. I understand that the board's role is to govern the school (i.e., ensure that the student outcomes are being achieved within all required parameters) and NOT to co-manage it. As such, I will refrain from entangling myself in matters that properly belong to management.
10. I will not informally evaluate any staff member's performance or make any evaluative statement of management's performance in an open session of the board unless the board is specifically evaluating management as an agenda item.
11. I will not use my position as a board member to secure special privileges for my children or the children of my friends.

I agree to adhere to the above conduct standards as a condition of serving on the board of directors of _____ . I also understand that if I violate any of the above standards, the board may remove me.

Board member

Date

Witness (Board president)

Date

		Returning	Undecided	No	No Response	Total Students in Grade	% returning*	*does not include undecideds or no responses
kindergarteners returning for 1st:		85	0	0	8	92	91%	
1st graders returning for 2nd:		97	0	1	6	104	93%	
2nd graders returning for 3rd:		100	0	1	4	105	94%	
3rd graders returning for 4th:		106	2	1	2	111	95%	
4th graders returning for 5th:		106	0	0	4	110	96%	
5th graders returning for 6th:		112	4	0	3	119	94%	
6th graders returning for 7th:		117	4	0	6	127	92%	
7th graders returning for 8th:		116	3	7	10	136	85%	
8th graders returning for 9th:		85	13	14	15	127	67%	