

Vista School Board Meeting

June 17, 2021 Agenda

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

<https://zonos.zoom.us/j/86984291300?pwd=SzJCK29pMGhPRFA5OXNMVG1SINwdz09>

Board members present:

Others present:

5:00 PM- CALL TO ORDER: Welcome and Introductions

5:00 PM- APPROVAL OF PREVIOUS MINUTES

5:05 PM- PUBLIC COMMENTS

5:10 PM- COMMENTS FROM THE ADMINISTRATIVE TEAM

5:15 PM- BOARD CALENDAR

Next Board Meeting- Thursday, July 15th @ 5:00 pm

5:15 PM- BOARD TRAINING

5:20 PM- REPORTS

Director's Report – Sam Gibbs

- Enrollment and Lottery Update
- Faculty/Staff Changes
- Policy Updates
- Upcoming and Past Events

Financial Report – Troy Bradshaw

- Financials and Budget Review
- Report on compliance with bond covenants and state filing deadlines
- Expansion Update

5:40 PM - DISCUSSION/ACTION ITEMS

- FY SY Budget
- FY22 Budget Approval
- COVID related changes/actions
- Employee Handbook
- Public Comment Rules and Procedures
- Attendance Policy
- Educator license renewal
- Participation in extracurriculars
- Effective teaching standards
- Home School students and state assessments
- Background Checks
- Administration of Medications
- FERPA
- Bus Procedures
- Report of arrests
- Parental notifications
- Sunscreen
- Patriotic education
- Board Code of Conduct
- LEA specific license

MISC COMMENTS

TABLED AGENDA ITEMS

- Teacher Compensation

6:00 PM – ADJOURN

CLOSED SESSION

To discuss the character or competence of individuals

53G-9-208 Sunscreen

Vista School Sunscreen Policy:

Students at Vista School will be allowed to possess and self-apply sunscreen. Employee's at the school may apply sunscreen to a child with written parental consent. Vista School is not liable for results of sunscreen application.

**53G-9-502 Administration of medication to students-
Prerequisites- Immunity from liability:**

At Vista School, the on call school nurse provides proper annual training on the administration of medication to students. The nurse trains designated school staff such as the front office secretaries, administration team, and any other personale that will be frequently interacting with students who require close supervision for medical purposes. The school nurse also reviews and teaches proper identification and safekeeping of all medications. All students who require any medical dosages while at school are required to have a file on record that indicates parent/legal guardian approval. These files will be kept at Vista School and renewed annually. In accordance with the Opiate Overdose Response act, Vista allows the administration of an opiate antagonist if ever deemed essential.

- **53G-11-407 Background Checks:**

At Vista school, all staff and employees must submit to background checks. Likewise, any volunteer who will be working alone with students must also submit to a background check. Background checks are to be renewed each licensing cycle (or every 5 years).

53E-9-202; 53E-9-203 Utah Family Educational Rights and Privacy Act

Vista School adopts the Federal FERPA law of 1974 with the Hatch and Grassley Amendments. It is the policy of the Vista School Board of Education to follow state and federal laws and guidelines pertaining to student records and family privacy rights. In general, employees are directed not to disclose personal information about students or their school performance unless the individual or agency requesting such information has both a legal right and a legitimate educational need to obtain it. The purpose of this policy is to assure students and their parents or guardians of their rights under the law, including the following:

- The right to examine and request the amendment of education records (FERPA)
- The right to limit access to student records and/or personal information, in certain circumstances, by requiring the prior written consent of a parent or guardian before the information or records can be released (FERPA)
- The right to be notified of, examine, and either consent to or opt out of, participating in surveys or educational activities that relate to specific protected areas (PPRA and UT Code 53A-13-302)
- The right to deny the release of names, addresses, and telephone numbers of high school students to military or college recruiters (ESEA)

KEY

~~Strikethrough~~ =remove

Highlighted=add

Utah State Code wording

VISTA SCHOOL ATTENDANCE POLICY

ATTENDANCE POLICY ATTENDANCE POLICY AND EXPECTATIONS

The desire to be at school and to participate is fundamental to a student's success at Vista School. We expect students to willingly attend school and to be on time. Vista School facilitates learning through class discussion and class projects which are completed during class time, making it difficult to adequately make up this work. Regular and on-time attendance creates lifelong habits of accountability and reliability. Since it is not possible to plan for illness or unexpected events, we strongly encourage families to plan outings and vacations when school is not in session in order to achieve the overall attendance expectations for a single school year, which are:

No more than 5 tardies

No more than 3 unexcused absences

No more than a total of 10 absences (excused or unexcused)

EXCUSED ABSENCES

When a student is absent from school, parents are responsible for notifying the school via the website to excuse the absence, preferably before school starts, but not later than 3 business days. Absences can be excused by going to www.vistautah.com and clicking on the "Excuse an Absence" button on the homepage. to excuse the absence (within 2 business days). Excused absences may significantly affect class grades due to the missed class time if missed classwork is not made up.

Vista School recognizes an excused absence from school consistent with Utah State Code, Section 53A-11-101(9) which may include:

- (1) an illness; which may be either mental or physical (for illnesses lasting more than three days, a physician's note is required)
- (2) a family death or emergency;
- (3) an approved school activity;
- (4) an absence permitted by a school-age child's excuse consistent with student's IEP, or section 504 accommodation plan; or
- (5) A scheduled family event or a scheduled proactive health visit to a health care provider if: (a) the parent or guardian submits a written statement at least one school day before the scheduled absence; and (b) the student agrees to make up course work for school days missed.
- (5) a family emergency;
- (6) a scheduled family event;
- (7) a medical or dental appointment (it is strongly recommend these appointments be scheduled outside of school hours)

PRE-APPROVED SCHEDULED ABSENCE

Parents may schedule a student's absence for a period of up to ten school days, per school year, by submitting a Pre-Approved Scheduled Absence Request Form at least Five (5) days before the absence occurs. (Forms are available at www.vistautah.com or at the front office). The administration will determine whether or not to approve a scheduled absence as a valid excuse, after considering if the absence would adversely impact the school-age child's education. These absences are considered excused absences, and the student is responsible to make up any missed classwork as arranged with their teachers.

MAKE-UP WORK FOR ABSENCES

When a student is absent from class, the student will be responsible for making up the classwork which was missed, often through an alternate assignment. Teachers will disclose in their class syllabus the process for making up missed work in their individual classes.

EXTREME CIRCUMSTANCES

In the case of extreme circumstances, parents and students have the responsibility to contact and meet with school administration in order to discuss possible resolutions to the attendance issue. The school will attempt to contact the parent if the parent does not contact the school.

HOMEBOUND/HOSPITAL SERVICES POLICY

Vista School does not provide instruction for homebound or convalescing students at the student's home or place of convalescence. In the event that a student is not able to attend school for an extended amount of time, the student or parent is responsible for notifying school administration in writing about the extenuating circumstances and the estimated length of time that the student will not attend school. Decisions about possible educational services are made at the administration's discretion and are generally considered to be short-term.

UNEXCUSED ABSENCES

When a student is absent from school or a class without a valid reason (see Excused Absences), the absence is viewed as an unexcused absence. ~~A student will be marked as truant for leaving the school campus without following proper check-out procedures. Parents will be notified immediately. Arrangements will be made to meet with the student, parents, and the school counselor to agree upon restitution.~~ Move down to "Notification of Absence or Truancy"

EXCESSIVE UNEXCUSED ABSENCES

When a student has accumulated several unexcused absences during the school year, the school will contact parents by: telephone, text, e-mail, mail, or in person. Furthermore, when a student has accumulated at least 5 unexcused absences during the school year, a Compulsory Education Violation letter #1 will be sent by mail. Following 10 total unexcused absences in a school year, a Notice of Compulsory Education Violation letter will be sent by certified mail or through personal service. The notice to the parent shall direct the parent to meet with school authorities to discuss the child's school attendance problems and direct the parent to cooperate with school personnel to secure regular attendance by the child. The notice shall provide the parent with the names or titles of the school personnel with whom the parent is directed to meet. Additionally, the notice will state that it is a class B misdemeanor for the parent to intentionally or without good cause: a.) fail to meet with the designated school authorities to discuss the school-age child's school attendance problems; or b.) fail to prevent the school-age child from being truant five or more times during the remainder of the school year. If the school believes that after a notice of compulsory education violation is issued, the parent has failed to make a good faith effort to ensure that the school-aged child receives an appropriate education, mediation and/or reporting to the Division of Child and Family Services will take place. ~~The notice shall tell the parent that it is a class B misdemeanor for the parent to intentionally or recklessly fail to meet with school personnel to resolve the problems or fail to prevent further absences without valid excuse. If the parent does not attend the meeting, or if the meeting with the parents does not resolve the problem and the student accumulates no less than a total of five (5) unexcused absences during the remainder of the school year, a certified or hand-delivered letter home shall be sent to the child's home. The notice shall: (1) describe the problem, (2) describe necessary corrective action, (3) direct the parents to meet with school personnel to discuss strategies to improve student's attendance, and (4) inform the parent(s) that if the situation is not corrected a referral may be sent to the 5th District Court.~~

~~If a student accumulates 20 absences (non-approved) in one school year, they will have their invitation to attend rescinded and the student will need to reapply for admission.~~ Move down to "Chronic Absence", and change to 20 Total absences

NOTIFICATION OF ABSENCE OR TRUANCY

The school will notify parents within 24 hours, either by phone or by email, whenever their student is absent from class. However, primary responsibility for attendance of students lies with the parents. (See the Utah Compulsory Attendance Law [53A-11-101]). Parents have the responsibility to make sure that the school is updated with their current phone number and email address, and that they are receiving emails from the school.

This section is moved down from “Unexcused Absences”: A student will be marked as truant for leaving the school campus without following proper check-out procedures. Parents will be notified immediately. Arrangements will be made to meet with the student, parents, and the school counselor to agree upon restitution.

~~EXTREME CIRCUMSTANCES~~ Take out because it is in the policy twice

~~In the case of extreme circumstances, parents and students have the responsibility to contact and meet with school administration in order to discuss possible resolutions to the attendance issue. The school will attempt to contact the parent if the parent does not contact the school.~~

New section with wording moved from “Excessive Unexcused Absences”:

CHRONIC ABSENCES

If a student accumulates 20 **TOTAL** absences (~~non-approved~~) in one school year, ~~they will have their invitation~~ **their enrollment at Vista School may be to attend rescinded** and the student will need to reapply for admission.

TARDINESS

Students are expected to be in class on time. Vista School views tardiness as a class disruption, as well as an attendance problem **and will be addressed as such**. Students who are tardy to class will not be admitted into class unless they obtain a tardy slip from the office to present to their teacher.

CHECKING OUT

Once the student has been at school, and then needs to leave for any reason, the student must check out through the front office. The front office will not allow students to check out the last 15 minutes of the school day. **Checking a student out on a regular basis is considered an attendance problem and will be addressed as such.**

LATE PICK-UPS

Students must be picked up within 20 minutes of school dismissal. There is no supervision after this time. Late pick up on a regular basis is considered an attendance problem and will be addressed as such.

ATTENDANCE INFORMATION ACCESS

Vista School provides computerized attendance information, updated daily, to assist parents and students. Students and parents may check class ~~grades and~~ attendance records through the school's SIS Aspire (<https://vista.sedck12.org/Login/>).

Approved by Vista School Board, **May 20, 2021**

*** Would like this in Spanish as well.**

R277-494 Participation in Extracurricular or Co-curricular Activities:

At Vista School, there are specific eligibility standards set forth in order for students to participate in any extracurricular or co-curricular activities. In order for students to remain eligible to participate in extracurricular or co-curricular activities, they may not carry more than one D or F over a two quarter period. Likewise, students must hold an attendance percentage of 85% or higher in order to remain eligible. Students placed on probation after the first quarter will receive support during their probation period to avoid them falling ineligible. Vista School reserves the right to adjust eligibility standards on a case by case basis given convincing evidence.

- R277-516 Education Employee Required Reports of Arrests and Required Background Check Policies for Non-licensed Employees

1. Policy Criminal Background Checks:

1.1. Individuals Subject to Background Checks:

- 1.1.1. Potential Vista employees must submit to a criminal background check as a condition for employment or appointment.
- 1.1.2. Vista volunteers with unsupervised access to students in connection with the volunteer's assignment must submit to a background check as a condition of service. Until the background check is complete, the volunteer must remain under the supervised observation of a Vista employee.
- 1.1.3. A representative (individual, employee, and/or agent) of a company or organization having established an arrangement or agreement with Vista to provide services to the school (such as food service vendors with casual access to students), or services with direct student access must submit to a criminal background check. The organization or representative shall pay the cost of the background check. Information obtained from the check may be used as a basis to refuse access of the representative to the school or students, at the sole discretion of Vista. Failure to comply with this provision shall be the basis for termination of the arrangement or agreement with the company or organization.
- 1.1.4. A background check shall be required for the renewal of any Utah educator license in accordance with Utah Administrative Code R277-501.
- 1.1.5. Non-licensed employees shall submit to a criminal background check at least every three years.
- 1.1.6. School board members shall submit to a criminal background check upon being elected and ongoing monitoring as a condition for appointment.
- 1.1.7. Where reasonable cause exists, Vista may require an existing employee or volunteer to submit to a criminal background check.

1.2. Conducting background check

- 1.2.1. Applicants shall complete a supplemental questionnaire as a condition of employment. The questionnaire requires self-disclosure

of criminal misconduct or violations of the law. The information obtained from the background check and the self disclosure of information from a completed questionnaire will be compared for accuracy. Any misstatement omission or misinformation on the supplemental questionnaire is grounds to not hire or for dismissal.

- 1.2.2. The applicant, volunteer, representative, or employee shall be required to sign a release enabling Vista to perform the background check. Refusal to sign the release will be used as the sole basis to refuse employment, access, or participation in volunteer activities. Current employees who decline to sign the release form will be subject to corrective action up to and including dismissal from employment.
- 1.2.3. Vista will access the files of the BCI Fingerprint/FBI search, consisting of Western Identification Network, Utah Criminal History, Statewide Warrant and Protective Order, Federal Want and Warrant, and FBI Criminal History files, when conducting criminal background checks.

- 1.3. **Payment for Background Check:** All employees, including substitutes, and all volunteers requiring background checks shall be required to pay the designated cost of background checks.

- 1.4. **Licensed Educators Required Reports of Arrest or Booking:**

- 1.4.1. A licensed educator who is arrested, booked, cited, or charged with the following alleged offenses shall report the incident as soon as possible or within 48 hours to Vista's Director:
 - any matters involving alleged sex offenses;
 - any matters involving alleged drug-related offenses;
 - any matters involving alleged alcohol-related offenses; and
 - any matters involving alleged offenses against the person under Title 76, Chapter 5, Offenses Against the person of the Utah Code
- 1.4.2. The licensed educator shall also report, to Vista's Director, any convictions, including convictions identified above, any pleas in

abeyance, and any diversion agreements within 48 hours or as soon as possible upon receipt of notice of conviction, plea in abeyance or diversion agreement.

- 1.4.3. Vista's Director or designee shall electronically report arrest or offense information received from licensed educators to the Utah State Office of Education (USOE) within 48 hours through the USOE website.
- 1.4.4. The licensed educator shall report for work following the arrest and notice to the Executive Director unless directed not to report for work by the Executive Director.

1.5. Non-licensed Public Employees or Volunteers Personal Reporting:

- 1.5.1. Non-licensed public education employees or volunteers must notify Vista's Executive Director as soon as possible but no later than five (5) business days after being cited, charged with, booked, arrested, convicted, or agreeing to a plea in abeyance or diversion agreement for any of the following crimes, regardless of the imposition of sentence:
 - any matters involving arrests for alleged sex offenses;
 - any matters involving arrests for alleged drug-related offenses;
 - any matters involving arrests for alleged alcohol-related offenses; and
 - any matters involving arrests for alleged offenses against the person under Title 76, Chapter 5, Offenses Against the Person of the Utah Code.
- 1.5.2. Supervisors must notify Vista's Executive Director immediately upon an employee informing them of any of the matters listed above.
- 1.5.3. The supervisor or Executive Director shall report offense information received from the employee as soon as reasonably possible to Human Resources.

1.6. Review and Investigation

- 1.6.1. A criminal conviction does not necessarily preclude employment with Vista. Vista has the sole and absolute discretion to determine whether the outcome of a criminal background check will result in

administrative action to include the decision to terminate employment or the decision to not hire. Likewise, the dismissal of a criminal offence or arrest does not necessarily preclude Vista from taking administrative action.

- 1.6.2. Vista will immediately suspend an employee from student supervision responsibilities pending the outcome of any investigation upon receipt of information concerning alleged offenses which may endanger students or interfere with the orderly operation of the school.
- 1.6.3. Administration may consider both criminal and/or administrative findings. The safety and security of Vista students will be the foremost consideration. Vista Human Resources personnel consider each circumstance on a case-by-case basis and use the following factors to determine an applicant or current employee's suitability to work at Vista:
 - Type of conviction
 - Relevance of any conviction to the individual's position;
 - A history of multiple convictions that suggests a pattern of criminal behavior or bad judgment;
 - Amount of time that has passed since a conviction and/or the completion of a sentence;
 - Frequency and severity of the crime(s)
 - Age of the individual at the time the crime was committed;
 - Evidence of rehabilitation.

1.7. Administrative Action and Due Process

- 1.7.1. Applicants are subject to non-selection based on the results of a background check, for refusal to submit to a background check, and/or for the failure to disclose information relevant to the background check.
- 1.7.2. Employees are subject to corrective action, up to and including termination, based on conduct identified from the results of their background checks, for refusal to submit to a background check, and/or for failure to report a citing, booking, arrest, charge or conviction as outlined in this policy.
- 1.7.3. Vista may take employment or corrective action (up to and including dismissal), refuse to consider an applicant for employment, or refuse to hire a selected applicant for any offence relevant to the

subject's assignment. Offenses relevant to all Vista assignments include but are not limited to the following:

- any matters involving sex offenses;
- any matters involving drug-related offenses;
- any matters involving alcohol-related offenses; and
- any matters involving offenses against a person under UCA Title 76, Chapter 5 Offenses Against the Person of the Utah Code.

- 1.7.4. Any statement of an employee or applicant on a supplemental questionnaire that is later deemed to be a misstatement omission or misinformation when verified with the results of a background check is grounds to not hire or for dismissal.
- 1.7.5. If a person is denied employment or is dismissed from employment because of information obtained through a criminal background check, the person will receive written notice of the reasons for denial or dismissal and have an opportunity to respond within 5 working days.
- 1.7.6. Information obtained from BCI in a background check is confidential within the guidelines of the Government Records and Access and Management Act (GRAMA).

2. References and Definitions

- 2.1. "Licensed Educator" has the meaning given that term in UAC R277-516.
- 2.2. "Crimes Against a Person" includes assault, kidnapping, murder, manslaughter, reckless endangerment, abuse of a child or vulnerable adult, stalking, hazing, making a terroristic threat, and any other offence identified in UCA Title 76, Chapter 5.
- 2.3. "Criminal History Report" means a report generated by the Bureau of Criminal Identification after a search of State of Utah criminal history files and/or other state and federal databases designed by law or by Vista.
- 2.4. "Driving Record Report" means traffic-related offenses contained in the Utah Division of Motor Vehicle databases.
- 2.5. "Background Check" means information regarding an applicant or employee that may include, but is not limited to, criminal history reports and driving records reports.
- 2.6. "Booking," (booked) for the purposes of this policy, shall refer to the process by which the police department registers and enters charges against a person believed to have violated the law. The process of booking occurs when the subject's personal information is recorded as a

suspect in a crime and/or when the subject's fingerprints are taken. Both recording personal information and fingerprinting need not occur at the same time in order for a booking to occur. A booking may result from a court order, citation, or an arrest.

- 2.7. "Arrest," is a seizure or forcible restraint or the taking or keeping of a person in custody by legal authority, especially, in response to a criminal charge and/or the apprehension of someone for the purpose of securing the administration of the law.

R277-604 Homeschool students participating in assessments:

Vista will allow homeschooled students to participate in state assessments only if Vista School is below their enrollment cap. Likewise, homeschooled students may participate in other activities at Vista and receive services if Vista is below the enrollment cap.

SAGE/RISE																
Language Arts % of Students Proficient																
	Vista 2014	State 2014	Vista 2015	State 2015	Vista 2016	State 2016	Vista 2017	State 2017	Vista 2018	State 2018	Vista 2019	State 2019	2020	Vista 2021	State 2021	
Grade 3	50%	44%	39%	48%	49%	47%	34%	49%	48%	48%	51%	47%	N/A	54%		
Grade 4	43%	42%	43%	42%	47%	43%	47%	42%	45%	43%	48%	47%	N/A	54%		
Grade 5	48%	42%	40%	45%	51%	47%	50%	46%	52%	48%	43%	53%	N/A			
Grade 6	44%	43%	44%	55%	39%	48%	45%	47%	48%	48%	55%	49%	N/A	47%		
Grade 7	43%	43%	34%	44%	46%	44%	47%	45%	53%	45%	48%	44%	N/A	56%		
Grade 8	43%	41%	46%	41%	41%	42%	42%	56%	44%	56%	43%	N/A	64%			
AVERAGE	45%	43%	43%	44%	46%	45%	44%	45%	51%	46%	50%	46%	N/A	55%		
SAGE/RISE																
Math % of Students Proficient																
	Vista 2014	State 2014	Vista 2015	State 2015	Vista 2016	State 2016	Vista 2017	State 2017	Vista 2018	State 2018	Vista 2019	State 2019	2020	Vista 2021	State 2021	
Grade 3	52%	44%	30%	50%	67%	53%	58%	52%	61%	52%	52%	50%	N/A	46%		
Grade 4	41%	48%	35%	51%	32%	52%	53%	52%	34%	52%	33%	49%	N/A	34%		
Grade 5	39%	44%	31%	49%	36%	49%	40%	49%	38%	49%	39%	49%	N/A	19%		
Grade 6	25%	35%	18%	39%	24%	41%	26%	41%	30%	40%	23%	39%	N/A	17%		
Grade 7	56%	44%	48%	48%	63%	47%	46%	50%	54%	47%	48%	45%	N/A	44%		
Grade 8	51%	38%	55%	43%	49%	44%	42%	43%	50%	44%	51%	43%	N/A	55%		
AVERAGE	44%	42%	36%	47%	45%	48%	44%	48%	45%	47%	41%	46%	N/A	36%		
SAGE/RISE																
Science % of Students Proficient																
	Vista 2014	State 2014	Vista 2015	State 2015	Vista 2016	State 2016	Vista 2017	State 2017	Vista 2018	State 2018	Vista 2019	State 2019	2020	Vista 2021	State 2021	
Grade 4	29%	43%	32%	45%	29%	47%	50%	47%	34%	47%	42%	51%	N/A	N/A		
Grade 5	39%	46%	45%	51%	52%	51%	46%	51%	57%	51%	41%	52%	N/A	N/A		
Grade 6	46%	46%	47%	61%	47%	53%	53%	53%	56%	54%	58%	N/A	49%			
Grade 7	49%	43%	53%	45%	61%	48%	52%	49%	53%	49%	53%	45%	N/A	55%		
Grade 8	59%	46%	67%	47%	71%	49%	68%	48%	63%	49%	68%	49%	N/A	74%		
AVERAGE	44%	45%	52%	47%	53%	50%	55%	49%	55%	50%	54%	51%	N/A	59%		

	Enrolled Board May Meeting	Enrolled for August 2021	Waiting list for 2021-22	Total number targeted to enroll	Total Possible
Kindergarten	82	98	4	96	107
1st Grade	97	100	33	100	133
2nd Grade	100	105	19	104	124
3rd Grade	102	103	20	104	123
4th Grade	108	114	19	108	133
5th Grade	113	115	19	112	134
6th Grade	137	144	6	145	150
7th Grade	133	148	4	145	152
8th Grade	115	134	6	145	140
9th Grade	37	72	0	60	72
	1024	1133	130	1119	1263
	1300				
	1030				
6/17/21					
SG					

Vista School Board Meeting

May 20, 2021 Minutes

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

<https://zonos.zoom.us/j/86984291300?pwd=SzJCK29pMGhPRFA5OXNMVG11SINwdz09>

Board members present: Matt Middione (Board Chair), Josh Aikens, Jacqueline Powell, Michelle Walter, Eli Milne

Others present: Sam Gibbs (Director), Troy Bradshaw (Tech/Finance Director), Britni Armstrong (Board Secretary), Chris Clegg, Hillary Osness, Emily Caplin, Chris Barnum (VP), Marie Ehlers (School Counselor), Alison Schultz, Katie Pearce

5:03 PM- CALL TO ORDER: Welcome and Introductions

Matt Middione-

5:03 PM- APPROVAL OF PREVIOUS MINUTES

Jacqueline moves approve minutes with changes to the name "Melissa Anderson" in the comments section in the emergency minutes. Michelle seconds. Josh says "Aye.", Matt says "Aye.", Jacqueline says "Aye.", Michelle says "Aye.". Unanimously approved.

5:05 PM- PUBLIC COMMENTS

Alison Schultz- Parent at Vista. Wants to thank current board member for all of their work. Wants to clarify and learn about board rules, especially some issues that came up at last board meeting. Feels that one board member did not maintain the level of respect that would be required at board meetings. Asks if there are rules and procedures and conduct rules for board members. If so, asks if they can be posted so that they can be held accountable. Also asks if there are rules and procedures for public comments and if they can also be posted to the website. Matt thanks Alison and promises that it will be discussed in the next board meeting.

5:10 PM- COMMENTS FROM THE ADMINISTRATIVE TEAM

none

5:10 PM- BOARD CALENDAR

Next Board Meeting- Thursday, June 17th @ 5:00 pm

Matt asks if it will continue to be a hybrid type of meeting (zoom and in person). Sam says it is up to the board. We have permission for another 12 months to keep it like this. After that we would have to create a policy.

5:11 PM- REPORTS

5:11 Director's Report – Sam Gibbs

5:13- Enrollment and Lottery Update

Enrollment in April was at 1,024. Currently enrolled is 1,012. We are allowed to invite up to 1,300 but we don't have space for that many- even with the expansion. We have 1,005 students returning next year. 97% return rate. Sam is targeting 1,119 students.

5:17- Faculty/Staff Changes

3 resignations- William Armstrong- starting a business

Britni Armstrong- Accepted job closer to home

Cerise McCombs- Accepted a position up North and closer to family.

5:11- Policy Updates

Sam says there are a lot of policies to be updated and they will start going over those in the next few months.

5:17- Upcoming and Past Events

Next Tuesday from 7-8 is 9th grade commencement. Board is all invited.

5:20- Financial Report – Troy Bradshaw

5:20- Financials and Budget Review

Everything looks good. Numbers will start changing as the year comes to a close. Bond looks good. A few upgrades will also happen within this fiscal year: Theater Round AC, Carpet, Stair treads, 2 AC units over gym, Network Operating closet AC, and water heaters.

5:35- Report on compliance with bond covenants and state filing deadlines

Funding is approved. Up to date with all bond and state covenants.

5:28- Expansion Update

Troy showed some pictures of the current state of the expansion. Jacqueline asked what the proposed completion date would be now. Sam says last meeting was September 1st. 2022. Michelle asks if school start date will be affected by that also. Sam says we will have to see what comes out as we get closer to completion.

5:36 PM - DISCUSSION/ACTION ITEMS

- FY SY Budget

Previously discussed.

- COVID related changes/actions

none

5:37- Board Elections Acceptance

Troy- Higher than normal turn out, but still low representation. 180 responded from about 800 invitations sent out. Joshua Aikens retained his seat, Hillary Osness won election with 32.62%. Eli moves to accept the votes, Josh seconds. Josh says "Aye.", Matt says "Aye.", Eli says "Aye.", Jacqueline says "Aye.", Michelle says "Aye.". Unanimously approved.

Sam shows Eli plaque and thank you card for his service in the board.

- School Lands Trust Plan approval

Has been approved

- School Fees Plan

Has been approved

- Teacher Compensation

5:41- Committees

3 board committees: Finance and Audit, Achievement (Academic, Arts, Technology), School Climate. Michelle proposes Matt to make assignments and be ready for next month.

5:44- Vote to Change Capital Limit Threshold

Troy asks to move it from \$500 to %5,000. Michelle moves to change the capital limit threshold limit to \$5,000. Josh seconds. Josh says "Aye.", Matt says "Aye.", Eli says "Aye.", Jacqueline says "Aye.", Michelle says "Aye.". Unanimously approved.

6:01- New Class Proposal (Financial Literacy)

A student emailed Matt about this class- he proposed a financial literacy course. Matt and Michelle both think it's a great idea. Sam says it will not be able to get in for next year, but they are looking at adding civic and monetary theory to their curriculum.

5:46- CIPA - Child and Internet Protection (No action, just discussion)

CIPA are regulation put in place to protect children from predators online. To be in complaint Vista has the following things: iBoss filtering, Student Data Privacy, Safe Utah, Lanschool, and Net Safe.

6:04- Health curriculum

Every two years we are required to submit to the state that Vista is doing something to teach sex education to the students. Of the three options of a private program, We have always chosen the state approved education program that is delivered by a nurse on the state pay roll, which Sam says it is also the easiest way to approach it. Eli moves to adopt the curriculum as stated by Sam. Michelle seconds. Josh says "Aye.", Matt says "Aye.", Eli says "Aye.", Jacqueline says "Aye.", Michelle says "Aye.". Unanimously approved.

- Attendance Policy

- Educator license renewal

- Participation in extracurriculars

- Effective teaching standards

- Home School students and state assessments

- Background Checks

- Administration of Medications

- FERPA

- Bus Procedures

- Report of arrests

- Parental notifications

- Sunscreen

- Patriotic education

6:07- MISC COMMENTS

Michelle asks that the tabled policies are sent for an overview before the next board meeting. She also asks that the board review procedures, roles and charter together for the upcoming year. Michelle also wants to make sure teacher raises are in the next board meeting before they approve the budget.

6:12- Jacqueline- Notes for next year that Vista Newsletters show the achievements of the performing arts. Very rarely is technology shared. She would like to see more equitable sharing of achievements. Would like to say thank you to Britni and Eli for their work. And congrats to Troy for his nomination.

TABLED AGENDA ITEMS

- Public Comment Rules and Procedures
- Teacher Compensation
- Attendance Policy
- Educator license renewal
- Participation in extracurriculars
- Effective teaching standards
- Home School students and state assessments
- Background Checks
- Administration of Medications
- FERPA
- Bus Procedures
- Report of arrests
- Parental notifications
- Sunscreen
- Patriotic education

6:12 PM – ADJOURN

Michelle move to close the public meeting. Josh seconds. Josh says "Aye.", Matt says "Aye.", Eli says "Aye.", Jacqueline says "Aye.", Michelle says "Aye.". Unanimously approved.

6:15- CLOSED SESSION

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

Eli moves, Michelle seconds. Josh says "Aye.", Matt says "Aye.", Eli says "Aye.", Jacqueline says "Aye.", Michelle says "Aye.". Unanimously approved.

Vista School

Profit & Loss Budget Overview

July 2020 through June 2021

	Jul '20 - Jun 21	REAL	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
1000 · Local Revenue	1,329,983.48	421,024.10	1,088,611.01	241,372.47	122.17%
3000 · State Revenue	8,219,549.15	8,219,549.15	7,048,766.26	1,170,782.89	116.61%
4000 · Federal Revenue	552,256.55	552,256.55	415,855.64	136,400.91	132.8%
5100 · Bond Proceeds	30,743,290.20				
Total Income	40,845,079.38	9,192,829.80	8,553,232.91	32,291,846.47	477.54%
Gross Profit	40,845,079.38		8,553,232.91	32,291,846.47	477.54%
Expense					
10 · INSTRUCTION	4,152,288.45	4,152,288.45	4,080,940.89	71,347.56	101.75%
21 · STUDENT SUPPORT SERVICES	304,450.84	304,450.84	348,892.57	-44,441.73	87.26%
22 · SUPPORT SERV. INSTR. STAFF	53,659.65	53,659.65	118,206.91	-64,547.26	45.4%
23 · SUPPORT SERVICES-BOARD	0.00	0.00	900.00	-900.00	0.0%
24 · SUPPORT SERV. ADMINISTRATION	537,571.37	537,571.37	585,550.16	-47,978.79	91.81%
25 · SUPPORT SERV. CENTRAL	361,014.18	361,014.18	392,272.31	-31,258.13	92.03%
26 · SUPPORT SERV. OPER. & MAINT.	349,478.93	349,478.93	395,355.67	-45,876.74	88.4%
27 · STUDENT TRANSPORTATION	96,391.18	96,391.18	57,200.00	39,191.18	168.52%
31 · FOOD SERVICES LUNCH	289,993.95	289,993.95	285,317.07	4,676.88	101.64%
33 · After School Program	38,220.87	38,220.87	58,990.25	-20,769.38	64.79%
45 · BLDG AQUISITION & CONSTRUCTION	5,153,933.62	619,571.57	170,900.58	4,983,033.04	3,015.75%
51 · Debt Service	15,175,684.17	1,787,815.12	1,313,260.00	13,862,424.17	1,155.57%
Total Expense	26,512,687.21	8,590,456.11	7,807,786.41	18,704,900.80	339.57%
Net Ordinary Income	14,332,392.17	602,373.69	745,446.50	13,586,945.67	1,922.66%
Net Income	14,332,392.17	602,373.69	745,446.50	13,586,945.67	1,922.66%

Vista School

Profit & Loss Budget Overview

July 2020 through May 2021

	Jul '20 - May 21	REAL	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
1000 · Local Revenue	1,329,983.48	421,024.10	1,088,611.01	241,372.47	122.17%
3000 · State Revenue	7,478,028.60	7,478,028.60	7,048,766.26	429,262.34	106.09%
4000 · Federal Revenue	419,311.17	419,311.17	415,855.64	3,455.53	100.83%
5100 · Bond Proceeds	30,743,290.20				
Total Income	39,970,613.45	8,318,363.87	8,553,232.91	31,417,380.54	467.32%
Gross Profit	39,970,613.45		8,553,232.91	31,417,380.54	467.32%
Expense					
10 · INSTRUCTION	3,600,788.74	3,600,788.74	4,080,940.89	-480,152.15	88.23%
21 · STUDENT SUPPORT SERVICES	269,612.40	269,612.40	348,892.57	-79,280.17	77.28%
22 · SUPPORT SERV. INSTR. STAFF	47,408.68	47,408.68	118,206.91	-70,798.23	40.11%
23 · SUPPORT SERVICES-BOARD	0.00	0.00	900.00	-900.00	0.0%
24 · SUPPORT SERV. ADMINISTRATION	464,329.58	464,329.58	585,550.16	-121,220.58	79.3%
25 · SUPPORT SERV. CENTRAL	314,143.84	314,143.84	392,272.31	-78,128.47	80.08%
26 · SUPPORT SERV. OPER. & MAINT.	320,494.46	320,494.46	395,355.67	-74,861.21	81.07%
27 · STUDENT TRANSPORTATION	85,808.31	85,808.31	57,200.00	28,608.31	150.02%
31 · FOOD SERVICES LUNCH	263,103.55	263,103.55	285,317.07	-22,213.52	92.21%
33 · After School Program	37,992.23	37,992.23	58,990.25	-20,998.02	64.4%
45 · BLDG AQUISITION & CONSTRUCTION	4,522,350.37	364,792.85	170,900.58	4,351,449.79	2,646.19%
51 · Debt Service	15,175,684.17	1,787,815.12	1,313,260.00	13,862,424.17	1,155.57%
Total Expense	25,101,716.33	7,556,289.76	7,807,786.41	17,293,929.92	321.5%
Net Ordinary Income	14,868,897.12	762,074.11	745,446.50	14,123,450.62	1,994.63%
Net Income	14,868,897.12	762,074.11	745,446.50	14,123,450.62	1,994.63%
Capital Expenditures Before EOY					
Theater Round AC		30,000			
Carpet - Halls, Gym, Misc Rooms		30,000			
Stair Treds		10,000			
2 AC Units over Gym		20,000			
Network Operating Closet AC		5,000			
Water Heaters		45,000			
		\$ 140,000.00			

Vista School

Budget Overview

July 2021 through June 2022

	<u>Budget</u>
Ordinary Income/Expense	
Income	
1000 · Local Revenue	462,166.54
3000 · State Revenue	8,534,166.48
4000 · Federal Revenue	723,632.35
5400 · Loan Proceeds	0.00
5500 · Capital Lease proceeds	0.00
Total Income	<u>9,719,965.37</u>
Gross Profit	9,719,965.37
Expense	
10 · INSTRUCTION	4,858,886.28
21 · STUDENT SUPPORT SERVICES	378,624.26
22 · SUPPORT SERV. INSTR. STAFF	143,998.30
23 · SUPPORT SERVICES-BOARD	19.37
24 · SUPPORT SERV. ADMINISTRATION	648,958.27
25 · SUPPORT SERV. CENTRAL	445,846.49
26 · SUPPORT SERV. OPER. & MAINT.	381,976.11
27 · STUDENT TRANSPORTATION	44,161.10
31 · FOOD SERVICES LUNCH	360,572.91
33 · After School Program	84,393.89
45 · BLDG AQUISITION & CONSTRUCTION	803,312.26
51 · Debt Service	998,307.50
Total Expense	<u>9,149,056.74</u>
Net Ordinary Income	<u>570,908.63</u>
Net Income	<u><u>570,908.63</u></u>