

The Governing Board of Freedom Preparatory Academy

HELD A PUBLIC MEETING

IN THE SECONDARY SCHOOL CONFERENCE ROOM

December 14, 2023 – 12:02PM-3:01PM

In attendance via zoom: Cary McConnell, CAO, board members Paul Baltes and Thomas Chan, Executive Director Lynne Herring, Director of Finance Chris Helvey, Director of Operations Buddy Ivie, Principals Grayson Wolf, Matt Fullmer, Carrie Banfield, and Brandon Winn as well as Brandon Waite, Karla Kay Snow, Kaylen Perez, Jessica Jindra, Chris Comyns, Austin Anderson, Andy Dalley and Amanda Gabbitas. Participating at the anchor location: Executive Secretary Tracey Noonan.

PUBLIC COMMENT

None

REGULAR AGENDA

1. Approval of minutes from the September 21, 2023, Governing Board Meeting (Continued)

Thomas Chan moved to approve the September 21, 2023, Governing Board Meeting minutes. Cary McConnell seconded. 2-0 passed, no opposition; Paul Baltes abstained.

2. Approval of minutes from the October 12, 2023, Governing Board Meeting

Paul Baltes moved to approve the October 12, 2023, Governing Board Meeting minutes. Thomas Chan seconded. 3-0 passed, no opposition.

3. Executive Director Update

Lynne Herring's last update. Cary McConnell publicly acknowledged Lynne Herring's hard work and expressed gratitude to her.

4. Positive Behavior Plans Presentation

Behavior Plans previously sent to board for review. Amanda Gabbitas summarized combined plan for FPA1 and FPA2. Brandon Winn and Jessica Jindra summarized combined plan for FPA3 and FPA4.

No vote necessary; presented for board's review.

5. Review FPA2 Title IX Report 2023-2024

Brandon Waite reviewed the report previously sent to the board for review. He highlighted the types of programs currently in place and noted our compliance with state law.

No vote necessary; presented for board's review.

6. Approve Revised Foreign Exchange Student Fees for FY 2024-2025

Chris Helvey explained the revisions.

Paul Baltes moved to approve the Revised Foreign Exchange Student Fees FY 2024-2025 to \$9100. Subject to review in June.

Thomas Chan seconded. 3-0 passed, no opposition.

7. Approve Revised Employee Travel Policy

Paul Baltes moved to approve the Revised Employee Travel Policy with minor edits.

Cary Baltes seconded. 3-0 passed, no opposition.

8. Approve Definition of Student At-Risk of Academic Failure Policy

Buddy Ivie gave context as to why this policy was needed/created.

Paul Baltes and Thomas Chan discussed whether certain definitions should be factored when identifying academic failure. Decision was made to remove definitions 5 and 6.

Thomas Chan moved to approve the proposed Definition of Student At-Risk of Academic Failure Policy with the removal of definitions 5 and 6 and minor edit on page one.

Paul Baltes seconded. 3-0 passed, no opposition.

9. Approve Revised Budget 2023-2024

Chris Helvey explained budget revisions are based off of state adjustments to our budget according to our official student count on October 1st.

Paul Baltes moved to approve the revised budget for 2023-2024.

Thomas Chan seconded. 3-0 passed, no opposition.

Cary McConnell welcomed potential new board members and confirmed that the Governing Board consists of five appointed members. As stated in the charter bylaws, the board CAO and CFO must have children currently attending Freedom Prep. Cary McConnell mentioned the importance of having representation from all campuses on the governing board, including St. George campus.

Agenda items 10, 11, and 12 need to be discussed in a closed meeting. Therefore, Cary McConnell moved to agenda item 13.

13. Elect / Appoint Governing Board CFO

Due to some time sensitive financial issues, Chris Helvey mentioned the urgent need for a governing board CFO. Chris Helvey suggested appointing a temporary CFO from the current board members.

Paul Baltes moved to temporarily appoint Thomas Chan as CFO of the Freedom Prep Governing Board.

Cary McConnell seconded. Discussion about current issues that need to be resolved. Thomas Chan is going out of the country until early January so he expressed need to resolve time sensitive issues in the next few days. 3-0 passed, no opposition.

14. Set Meeting Schedule for CY 2024

Proposed Freedom Prep Governing Board quarterly meeting dates for 2024:

January 18, April 18, June 20 (retreat), September 19, and December 19.

Cary McConnell moved to approve the proposed dates for the quarterly governing board meetings. Paul Baltes seconded. 3-0 passed, no opposition.

15. The Governing Board may consider a motion for a Closed Meeting in accordance with The Utah Open and Public Meetings Act for purposes outlined in Utah Code*

Cary McConnell moved to enter a Closed Meeting at 1:09 PM. Chris Helvey mentioned including the principals in the closed meeting. Cary McConnell agreed.

Paul Baltes seconded. Roll Call Vote. 3-0 passed, no opposition.

Cary McConnell moved to reopen the public meeting at 2:48PM

10. Approve Line of Credit

Paul Baltes moved to approve a line of credit for \$1.5 million and that the CAO and CFO can sign for it.

Cary McConnell seconded. 3-0 passed, no opposition.

11. Discuss IRS Changes to 401K Law

12. Adopt IRS Changes to 401K Plan

Paul Baltes moved to schedule a governing board work session to further discuss agenda items 11 & 12 on Saturday, December 16th at 1:00PM.

Thomas Chan seconded. Discussion over when to schedule a Governing Board Meeting to vote on these issues. Paul Baltes reminded the members of the board that a work session is not open to the public. Chris Helvey, Grayson Wolf, and the principals are invited to the work session. Chris Helvey

suggested scheduling a governing board meeting directly after the work session on Saturday. 3-0 passed, no opposition.

16. Adjourn

Paul Baltes moved to adjourn @ 3:01PM

*The Freedom Preparatory Academy Governing Board may consider a motion to close the meeting to hold a strategy session to discuss the purchase, sale, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with § 52-4-204 and 52-4-205 et. Seq., Utah Code Ann.

Current Board Goals

a. Student and Employee Success

- i. Ensure the development data-driven methods to understand student success.
- ii. Contribute to improving lives through development of policies and practices

b. Operational Efficiency

- i. Require school to operate in the black
- ii. Oversee Retaining and Enrolling Students
- iii. Quarterly Enrollment review
- iv. Regular Policy Review each Board Meeting

c. Community Relations

- i. Be involved regularly in Parent and Student engagement activities
- ii. Evaluate PR quarterly
- iii. Governing Board Members attend and assist fundraisers

d. Specific Areas of Focus

- i. Define what makes Freedom different/unique
- ii. Support consistent culture across campuses