



DUAL IMMERSION ACADEMY

DIA Board of Directors Meeting Minutes

June 13, 2023

Dual Immersion Academy

Meeting started at 5:37 pm

In-person and Virtual

Roll Call

Board: Rich Stowell, Dani Helberg, Teri Slaugh, Mac Newbold, Teresa Bagdasarova and Mequette Sorensen

Absent: Dr. Victor Jimenez, Monica Cuellar and Juan Araya

Staff: DIA Director, Angela Fanjul and Rocio G. Fuentes

Other: Nate Adams from Red Apple (virtual) and Javier Campos, board candidate.

Budget Report by Nate Adams, Red Apple

FY 2023 Budget

This budget concludes at the end of June. The report included revenues, deposits, current year actuals, expenses, federal and state revenue, ESSER and IDEA funds. There was a grant received that had to be spent before the end of June. It will benefit students and provide training for teachers.

The audit will begin at the end of July and beginning of August until October. Once completed, the board will receive a final report.

Motion to approve the FY 2023 budget

Motion by: Dani Helberg

Seconded by: Rich Stowell

Motion passed unanimously

FY 2024 Budget

The finance committee met to go over the budget and forecasted a preliminary budget. The budget is based on 485 students and is a living document that will change as the school year begins. There were onetime expenses from the FY 23 that are not included in this preliminary budget. After the October 1 count, we will have an updated budget to present to the board.

Motion to approve the Preliminary FY 2024 budget

Motion by: Dani Helberg

Seconded by: Rich Stowell

Motion passed unanimously

Board Retreat Expenses

The board expense line item on the budget has decreased to \$1,000. Board members agreed that they can manage that amount of money and will make necessary changes to reduce expenses for the annual board retreat.

Audit Preparation

Fraud Risk Assessment (discussion)

The State requires the board to discuss this assessment yearly and it needs to be submitted to them in June after the director and board treasurer have signed it. The document shows the state that we have different controls and adequate procurement policies to ensure that money is used appropriately.

Minimum School Program #6 (Amendment)

To reflect what has been happening or adjust to the state's policies.

Internal Control Systems #1 and #5 (proof of existence)

To ensure we have them in place

Public Meetings Act #1 (proof of existence)

To ensure we have them in place, the board should have a yearly training on this topic. Rocio will be checking the last 12 months of minutes to verify if we had such training. Otherwise, there will be a training video (about 6 minutes long) for all members to watch and confirm they did.

Fee Schedule (proof of approval and inclusion of all school fee-type activities)

To ensure we have them in place

Facilities by Rich Stowell

We've had conversations regarding DIA's building. This building is not suitable long term and options need to be identified. Contacts will be made to gather information about our building's current appraisal and worth, donors through capital campaigns, school construction loans and companies that offer loans to charter schools. Also, get information as to what it takes for us to get out of the current building.

DIA Rebrand (update)

Tabled

Policy Audit by Rich Stowell

Tabled

Board Candidates/Membership

How to manage board members not attending board meetings

Discussion about the need of a policy that states clearly steps to take when a board member is continually absent. Mac Newbold will write a draft and share it with the board.

Board Officers

Board candidate Javier Campos was invited and introduced to the board. He is interested in becoming a member. Javier is a Latino, who understands commitment to education. He's taught social work at the Salt Lake Community College and is a mental health therapist. He is excited to learn and serve on the board.

Motion to accept Javier Campos as a new board member

Motion by: Rich Stowell

Seconded by: Mac Newbold

Motion passed unanimously

Director's Executive Report by Angela Fanjul

As part of DIA's the end of the year's accomplishments, the director indicated that RISE report of testing results show improvement from last year's 17% to 26%, showing a great level of growth. Director also invited the board to read the rest of her report at their leisure.

In addition, Rich Stowell indicated that there will be discussions regarding the Director's compensation and wage review. Director will receive a salary increase and there will be a Performance Base Review document to provide bonuses based on enrollment, academic performance, and budget milestones.

Closed Session under UT 52-4-205 (as needed)

Re-open the meeting for board vote (as needed)

None

Motion to Approve the May 9, 2023 Board Minutes

Motion by: Mac Newbold

Seconded by: Rich Stowell

Motion passed unanimously

Motion to close the meeting

Motion by: Mequette Sorensen
Seconded by: Javier Campos
Motion passed unanimously

Meeting concluded at 7:15 pm

Next meeting:
September 12, 2023 at 5:30 pm