

## AMENDMENT REQUEST

### Utah State Charter School Board

Charter schools are public schools governed by independent boards and held accountable to a legally binding written contractual agreement with their chartering entity. The Utah State Charter School Board (SCSB) is a statutory chartering entity charged with authorizing, monitoring, evaluating, and holding accountable charter schools to compliance with federal and state laws, rules, and regulations, and their contractual agreement. If a time comes when a charter school governing board requires a change to its charter, then the contractual agreement may be modified by mutual agreement of the chartering entity and the governing body of the school.

Amendment requests, including all required attachments and supporting documentation, are due electronically no later than three weeks prior to the upcoming State Charter School Board meeting. A schedule of State Charter School Board meetings can be found at <http://schools.utah.gov/charterschools/State-Charter-School-Board.aspx>. Incomplete requests will not be considered.

Prior to inclusion on the agenda, the State Charter School Board recommends charter school governing boards schedule an appointment with Charter School Section staff to discuss the request and provide clarification to any staff questions. Appointments can be scheduled by emailing [marlies.burns@schools.utah.gov](mailto:marlies.burns@schools.utah.gov)

1. Charter School Utah Military Academy  
Website utahmilitaryacademy.org  
Board Chair Darren Beck Email dtbeck1964@gmail.com  
School Administrator Matt Throckmorton Email matt@utahmilitaryacademy.org
2. The charter school is located in which school district? Weber
3. Name(s) and title(s) of district personnel to whom you provided a copy of your entire amendment request, as well as the date of contact.

Submitted to Dr. Jeff Stephens (Weber School District) on November 19, 2014 (Carla)  
Dr. Bryan Bowles (Davis School District) on November 19, 2014 (Carolynn)  
Dr. Patrice Johnson (Jordan School District) on November 19, 2014 (Roxane Siggard)  
Dr. Vern Henshaw (Alpine School District) on November 19, 2014 (Eridee Vance)

4. Duly elected or appointed governing board members of the school, with titles.

<b>Darren Beck</b>	<b>Dtbeck1964@gmail.com</b>	<b>K-12 education, virtual/blended</b>	<b>Chairman</b>
<b>Chuck Williams</b>	<b>chuckhole@earthlink.net</b>	<b>Dept of Defense, logistics; military leadership</b>	<b>Vicechair</b>
<b>Sherrain Reber</b>	<b>sherrain@gazenda.com</b>	<b>Lt Army Reserve,</b>	<b>Treasurer</b>

		<b>Public Relations</b>	
<b>Curt Oda</b>	<b>coda@le.utah.gov</b>	<b>State Legislator, community relations</b>	<b>Member</b>

5. School mission and purpose(s) (limited to one page):

### VISION

The Utah Military Academy will prepares cadets as leaders to thrive in any competitive environment upon graduation with a focus on entrance into the military academies, ROTC scholarship programs in colleges and universities or other technically challenging opportunities related to the military culture. All of which result in maximizing their potential throughout life.

### OUR PHILOSOPHY

The military culture provides a basis for a structured academic environment within which students can receive a comprehensive program of instruction that will enable them to maximize their absolute potential. Key to the military culture is exceeding all previously known individual expectations in achieving “mission accomplished.” Every student can learn; every student can lead; every student has unlimited potential to excel. We will provide this disciplined, nurturing, engaging, and challenging environment within a military framework of instruction and culture.

### MISSION

We will provide a rigorous environment that focuses on aggressive academics, strong work ethic, leadership opportunities, physical engagement and task oriented assignments. We recognize that many cadets will come from challenging backgrounds that would normally lead to a failure to maximize their individual potential. We are dedicated to identifying the individual needs of all students, working to build the support mechanisms within the sphere of influence and ultimately working to change their mindset and expectations of achievement. This is critical to individual success and we insist that a military culture is a key component in that change.

Utah Military Academy recognizes academic excellence is a requirement for admission to a United States Military Academy or to qualify for ROTC scholarships. In order for students to be fully prepared for its rigorous high school curriculum, the school will admit students beginning in seventh grade in order to build and strengthen necessary academic skills.

We will also engage the family and community in supporting this culture both on campus and off. An important part of program implementation is the hiring and development of our professional staff. We recognize that many of the finest teachers may not have a military background, which will first entail a strong exposure and then complete adoption of culture among staff. It is from the demonstrated leadership of our staff that culture will be shared with cadets, family, and community.

Essential to our overall framework is a very intentional, dedicated effort to ensure cadets develop critical thinking skills, which is essential for great leaders and the maximization of potential. We will also develop a strong personal commitment to physical fitness and healthy living. We will also instill

in our cadets a strong sense of ethics, morals and other characteristics of empathy that result in great leaders. The totality of a successful student will be on the path of a statesman.

6. Requested amendment to charter (check all that apply). Provide requested details and supporting documentation in Attachment 1. If the request requires a budget, include it as Attachment 2. If the governing board has developed a corrective action plan, include it as Attachment 3.

*Requires Utah State Board of Education (USBE) Approval (2 months)*

\_\_\_\_\_ **Change to school mission or purpose(s).** Include a redline version showing new additions and ~~removed language~~ in school mission and/or purpose(s). Describe the process the governing board followed when making this decision, as well as why a change to mission and/or purpose(s) is necessary for the governing board to meet the terms and conditions in its contractual agreement.

\_\_\_\_\_ **Waiver from Board Rule** \_\_\_\_\_ (include rule number and title). Describe why the waiver is necessary to meet the mission of the school and help the governing board meet the terms and conditions in its contractual agreement.

X  **Expansion of student enrollment.** Indicate the number of students in grade K, 1 – 6, 7 – 8, and 9 – 12 being requested. Describe whether or not this expansion of student enrollment will require a new facility or a significant structural change to an existing facility (i.e., requires a USOE facility project number)? If so, provide a detailed facility plan (e.g., floor plans, date when the documents pertaining to the financing of the facility project will be submitted to USOE for advice, date when the necessary pre-construction documents will be submitted to USOE for a project number, date the facility project will be completed, etc.). Also provide a copy of the projected budget for all years where student growth is planned.

New students requested (duplicate grade band enrollment information for all school years that new students are requested)

SY\_2015-2016 Riverdale Campus

Grade K: \_\_\_\_\_

Grades 7 – 8:  60

Grades 1-6: \_\_\_\_\_

Grades 9-12:  120

\_\_\_\_\_ **Expansion of grade levels served, if requested grades will include students in different weighted pupil unit grade level category.** Indicate the new grade levels being requested. Describe whether or not this expansion of grades served will require a new facility or a significant structural change to an existing facility (i.e., requires a USOE facility project number)? If so, provide a detailed facility plan (e.g., floor plans, date when the documents pertaining to the financing of the facility project will be submitted to USOE for advice, date when the necessary pre-construction documents will be submitted to USOE for a project number, date the facility project will be completed, etc.). Also provide a copy of the projected budget for all years where grade level expansion is planned.

New grades requested – check all that apply (duplicate information for all school years that new grades are requested)

SY \_\_\_\_\_ Grade K: \_\_\_\_\_

Grades 7 – 8: \_\_\_\_\_

Grades 1-6: \_\_\_\_\_

Grades 9-12: \_\_\_\_\_

- \_\_\_\_\_ **Revolving Loan.** If school is recommended by the Charter School Revolving Account Committee for a loan, then the recommendation requires both SCSB and USBE approval. Loan documentation to the SCSB and USBE will be provided by Charter School Section staff. No additional documentation is required.

*Requires State Charter School Board Approval with discussion at meeting (1 month)*

- \_\_\_\_\_ **Change to educational program or methods of instruction.** Provide supporting documentation of new, evidence-based choice, as well as anticipated improvement in student performance.
- \_\_\_\_\_ **Relocating to a new school district (operational school) or municipality (planning school).** Operational schools must provide evidence supporting the decision to move, including the projected impact on enrollment. Planning schools must provide a detailed market analysis of newly proposed location, including corresponding capital facility plan and revised budget for the planning year and first three operational years.
- \_\_\_\_\_ **Matriculation agreement.** Describe the purpose for the matriculation agreement and provide a copy of the school's proposed matriculation agreement signed by all participating charter school(s).

*Requires State Charter School Board Approval via consent calendar (1 month)*

- \_\_\_\_\_ **Change to contractual agreement performance measures.** Include a redline version showing new additions and ~~removed language~~ in contractual agreement performance measures and provide supporting documentation for the requested change.
- Postponement of opening year.** Describe the reason for postponing the school's opening year. Provide a copy of the revised budget for the planning year and first three operational years. Include additional supporting documentation as necessary.

Utah Military Academy would like to postpone the opening of the Camp Williams Campus to 2016-2017 as there is not enough time to construct a facility in a cost efficient manner. We are still requesting 360 students for this location. Please see the attached three-year budget.

- \_\_\_\_\_ **Change to Bylaws specific to number of board members or board member election / appointment process.** Include a redline version showing new additions and ~~removed language~~ in Bylaws.

*Requires Executive Director approval (up to 1 month)*

- \_\_\_\_\_ **Change name of school.** Provide the school's proposed new name and provide a statement of understanding of requirement to submit paperwork for and receive change of name with IRS.
- \_\_\_\_\_ **Decrease grades served or student enrollment.** Summarize the governing board's discussion that led to the decision to reduce grade levels or number of students served.
- \_\_\_\_\_ **Technical corrections.** Include a redline version showing new additions and ~~removed language~~. Technical corrections include changes such as spelling, grammar, title for school



employees, name of committees / groups, etc. It may also include re-ordering sections of the application for improved readability and use by the governing board.

\_\_\_\_\_ **Acceleration of approved growth model, with no additional students.** Briefly describe the need for an acceleration of growth model approved for a future school year.

\_\_\_\_\_ **Other.** Please describe amendment requests that do not fall into any identified category above. Provide details and supporting documentation as appropriate. Additional information may be requested following review and request may require SCSB or USBE approval.

7. Complete *Minimum Standard* and *Charter Contractual Agreement Goal* tables and provide statement of school adherence to State Charter School Board minimum standards and charter agreement, as found in R277-481 and contractual agreement, respectively. If the school is not meeting any of the SCSB minimum standards or any of its charter contract agreement goals, include governing board corrective action plan as appropriate as Attachment 3. (Corrective action plan(s) limited to two pages.)

### Minimum standards

<i>Indicator – Board performance &amp; stewardship</i>			
Measure	Metric	Current Year	Performance 2013
Ethical conduct	Number of board violations of statute, State Board rule, or charter agreement as of date of amendment request submission.	None	No data— School not open
Regulatory and reporting compliance	Percentage of teachers properly licensed and endorsed for teaching assignment as of date of amendment request submission.	100%	No data— School not open
Regulatory and reporting compliance	Percentage of employees and board members with completed criminal background checks as of date of amendment request submission.	100%	No data— School not open

<i>Indicator – Financial performance and sustainability</i>			
Audit findings or recommendations	Number of material findings, financial condition findings, or repeated significant findings in prior fiscal year	No data	No data— School not open

Current assets to total annual operating expenses	Current Assets + (Total Annual Operating Expenses + 360)	No data— School not open	No data— School not open
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**Charter Contractual Agreement goals**

*Instructions: Insert all charter school goals found in your charter agreement with the State Charter School Board which are not found in other indicator areas. Make certain to include the section and page number where these measures, metrics, and board goals can be found. Also, include the fiscal year for the board performance value. Insert rows as needed.*

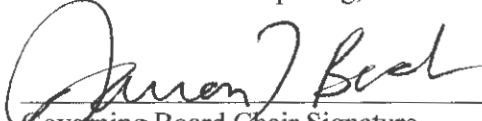
Measure	Metric	Board Goal	Current Year	Performance 2013
Students are qualified for and accepted into a military academy of their choice	Number of students admitted to the military academy of choice (WestPoint Military Academy, Air Force Academy, Naval Academy, Coast Guard or Merchant Marine).	Year 1-3 Year 3-8 Year 5-15	Two students are currently interviewing, with acceptance anticipated	No data— School not open
Students are eligible and prepared to participate in a collegiate ROTC scholarship program	Number of students receiving collegiate ROTC scholarships	Year 1-10 Year 3-20 Year 5-25	Currently on track for year 1, although it is still early to have exact numbers	No data— School not open
Students not pursuing a college degree will be prepared for and choose to enlist in the military	Number of students enlisting in the military	Year 1-10 Year 3-20 Year 5-25	Currently on track for year 1, although it is still early to have exact numbers.	No data— School not open
Students not pursuing military career or college will complete the aerospace technology program and find work in the industry after graduation	Number of students completing the aerospace program and finding employment in the industry	Year 1-N/A as students will not have had time to complete all required classes Year 3-15 Year 5-20	14 students are currently enrolled in the airframe mechanics class, so goals look achievable by year three.	No data— School not open

8. Additional information you would like the SCSB to consider:

Utah Military Academy was approved in the spring of 2014 to open in the fall of 2014. The school was able to quickly recruit 329 students, a fully licensed and competent administration and staff, and opened successfully. Community demand is higher than expected, with 70 students applying for enrollment for the 2015-2016 school year in the first week of opening the lottery. Recruitment activities are just beginning, and UMA’s governing board and administration is confident the school can easily fill a total of 540 seats.

The facility UMA is currently sharing with a private operator is large enough to accommodate the additional students without remodeling or expansion, and the co-tenant’s lease expires in June, making the entire facility available for UMA.


When UMA submitted the original charter application, we requested three sites. The decision of the State Charter School Board was to grant the initial site and then consider a second site for the fall of 2015 near Camp Williams in late 2014. Seats for this second campus have been planned for, and UMA respectfully requests that a total of 540 (an increase of 180) be allocated to the Riverdale campus for the 2015-2016 year. UMA would like to postpone the opening of the Camp Williams campus until 2016, as a facility is not readily available for a 2015 opening, nor can one be completed in time in a cost-efficient manner.

  
\_\_\_\_\_

Governing Board Chair Signature

11/19/14

Date

  
\_\_\_\_\_

Charter School Principal/Director

Nov 19, 2014

Date

The following information is included to demonstrate the ability of UMA to manage fiscal resources responsibly.

<i>Indicator – Financial performance and sustainability</i>				
<b>Measure</b>	<b>Metric</b>	<b>Best Practice</b>	<b>Current Year</b>	<b>Performance 2013</b>
Current ratio	Current Assets ÷ Current Liabilities	> 1.15	No data available yet	No data— School not open
Debt ratio	Total Liabilities ÷ Total Assets	< 0.9	No data available yet	No data— School not open
Maintain applicable bond covenants	No Default Certification, Audited Financial Statements	0	Not Applicable	No data— School not open
Adherence to Budget	(Budgeted expenditure - Expenditure) ÷ Statutory budgeted expenditure	Within 5%	No data available yet	No data— School not open
Occupancy costs	Facility Costs ÷ Total Operating Revenues	< 0.22	11%	No data— School not open
Days cash on hand (unrestricted)	(Cash + Investments) ÷ (Total Annual Operating Expenses ÷ 360)	30 – 60 days	80	No data— School not open



	Budget FY2015	Budget FY2016	Budget FY2017
<b>Revenue</b>			
<b>002 Local Revenue</b>			-
005 Interest Income			-
008 Other Food Related Income	27,399	43,305	59,960
009 Activities- After School Programs			-
010 Student Fees- School Programs			-
011 Student Fees- Secondary (not K-6)	35,000	55,319	76,596
013 Parent Organization Income	25,000	25,000	25,000
014 Donations Income	20,000	20,000	20,000
015 ROTC Income	-		-
016 Income- Sales & Rentals			-
017 Other Local Income			-
<b>Total 002 Local Revenue</b>	<b>107,399</b>	<b>143,624</b>	<b>181,556</b>

<b>021 State Revenue</b>			
022 Regular School Programs K-12	1,059,903	1,675,227	2,319,545
023 Professional Staff	41,336	65,333	90,462
024 Flexible Allocation	12,758	20,165	27,920
025 Educator Salary Adjustment	74,003	116,965	161,952
026 Class Size Reduction K-8	31,221	49,346	68,326
027 Charter School Administration	32,900	52,000	72,000
028 Charter- Local Replacement	560,748	886,289	1,227,169
029 Special Ed Add-on	106,360	168,107	232,764
030 Special Ed Self-Contained	7,977	12,608	17,457
031 Special Ed Extended/State	1,000	1,581	2,188
032 Career and Tech Education	-		-
033 Gifted and Talented Learning	1,386	2,191	3,033
034 Enhancement for At-Risk	9,007	14,236	19,711
035 Early Interventions	-		-
036 Reading Improvement Program K-3	-		-
037 Online Technology	-		-
038 Beverly Taylor Sorenson Arts	-		-
040 School LAND Trust Program	15,835	25,028	34,654
041 HB2 Computer Adaptive Testing	-		-
044 UPASS- Evaluation & Assessment	937	1,481	2,051
045 Library Books & Electronic Resources	279	441	611
046 Teachers Materials & Supplies	1,950	3,082	4,267
047 State Startup Grant	406,000	100,000	80,000
<b>Total 021 State Revenue</b>	<b>2,363,600</b>	<b>3,194,079</b>	<b>4,364,109</b>

**051 Federal Revenue**

052 IDEA B- Disabled	45,451	71,837	99,467
059 Title I Disadvantaged	27,040	42,738	59,176
060 Title II Teacher Improvement	2,995	4,734	6,554
061 Federal Lunch	84,921	134,222	185,846

062 Other Federal Revenue	-	-	-
<b>Total 051 Federal Revenue</b>	<b>160,407</b>	<b>253,532</b>	<b>351,044</b>
<b>071 Other Revenue</b>			
072 Carried Forward Revenue	-	-	-
073 Proceeds from Loan Agreements	-	-	-
074 Proceeds from Capital Leases	-	-	-
075 Proceeds of Sales of Fixed Assets	-	-	-
<b>Total 071 Other Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenue</b>	<b>2,631,406</b>	<b>3,591,234</b>	<b>4,896,709</b>
Expense			
<b>102 Salaries 100</b>			
103 Wages- Principals & Directors	165,000	181,500	251,308
104 Wages- Instructional Supervisors	65,000	71,500	99,000
105 Wages-Teachers	603,200	953,386	1,320,073
106 Wages- Teachers Special Ed	38,000	60,061	83,161
107 Wages- Substitute Teacher	8,300	13,119	18,164
108 Wages- Library	-	-	-
109 Wages- Student Support Services	47,000	51,700	71,585
110 Wages- Admin Support Staff	68,000	74,800	103,569
111 Wages- Aides & Paraprofessionals	25,210	39,846	55,171
112 Wages- SpEd Aide & Paraprofess	3,500	5,532	7,660
113 Wages- Bus Drivers	2,500	3,951	5,471
114 Wages- Admin MAINT & OPS	9,500	35,000	48,462
115 Wages- Computer & Tech	-	-	-
116 Wages- Food Service	27,000	42,675	59,088
<b>Total 102 Salaries 100</b>	<b>1,062,210</b>	<b>1,533,069</b>	<b>2,122,711</b>
<b>121 Benefits 200</b>			
122 Retirement Programs	36,868	61,323	84,908
123 Social Security & Medicare Tax	81,259	117,280	162,387
124 Health Benefits	105,000	183,968	254,725
125 Unemployment W/C Insurance	10,835	38,327	53,068
<b>Total 121 Benefits 200</b>	<b>233,962</b>	<b>400,898</b>	<b>555,089</b>
<b>131 Purchased Prof &amp; Tech Services 300</b>			
132 Management & Business Services	65,000	102,736	142,249
133 Instructional Services	-	-	-
134 Employee Training & Development	3,500	5,532	7,660
135 Education Support Services	30,000	47,416	65,653
136 Administrative Support Services	-	-	-
137 Computer and Tech Services	19,800	31,295	43,331
138 Legal and Accounting	5,000	10,000	13,846
139 Other Purchased Services	-	-	-
<b>Total 131 Purchased Prof &amp; Tech Se</b>	<b>123,300</b>	<b>196,979</b>	<b>272,740</b>

**151 Purchased Property Services 400**

152 Utilities Expenses	12,000	13,200	26,400
153 Repair & Maint- Comp & Tech			-
154 Repair & Maint- Facilities	3,000	3,300	4,569
155 Repair & Maintenance- Transportation	4,000	4,400	6,092
156 Out Services- Custodial	25,000	39,514	54,711
157 Lease- Rent Expense	201,495	250,000	470,000
<b>Total 151 Purchased Property Servi</b>	<b>245,495</b>	<b>310,414</b>	<b>561,773</b>

**171 Other Purchased Services 500**

172 Transportation Services			-
173 Insurance Expense	10,922	17,263	23,902
174 Telephone & Internet	7,500	8,250	11,423
175 Food Services Expense	95,000	150,152	207,903
176 Postage & Mailing Expense	1,974	3,120	4,320
178 Advertising- Administration	15,000	16,500	22,846
179 Travel- Staff Travel & Mileage	5,000	7,903	10,942
180 Travel- Field Trips	7,896	12,480	17,280
<b>Total 171 Other Purchased Services</b>	<b>143,292</b>	<b>215,667</b>	<b>298,616</b>

**191 Supplies 600**

192 Classroom Supplies	7,360	11,633	23,266
193 Employee Motivation	2,500	3,951	5,471
194 Special Ed Supplies	1,840	2,908	5,816
195 Administration Supplies	20,000	31,611	63,222
196 Board Supplies	500	790	1,094
197 Professional Development Supplies			-
198 Vending Machines			-
200 Maintenance & Custodial Supplies	9,870	15,600	21,600
201 Transportation Supplies			-
202 Energy-Electricity & Natural Gas	26,866	29,553	59,105
203 Textbooks & Instructional Software	35,000	55,319	76,596
204 Library Books & Supplies	400	632	875
205 Computer & Tech Supplies	68,050	107,556	215,112
206 Motor Fuel & Oil			-
207 Parent Organization Supplies	1,500	2,371	3,283
208 Student Programs Supplies	60,000	94,833	131,307
209 Student Motivation	750	1,185	1,641
210 Fund Raising Supplies	1,000	1,581	2,188
<b>Total 191 Supplies 600</b>	<b>235,636</b>	<b>359,523</b>	<b>610,578</b>

**221 Property (Equipment) 700**

222 Land & Site Improvement			-
223 Buildings			-
224 Equipment- Instruction		20,000	70,000
225 Equipment- Administration			20,000

226 Equipment- Tech Hardware/Software	25,000	39,514	54,711
227 Equipment- Facilities	5,000	5,500	7,615
228 Equipment- Transportation	5,000	5,500	7,615
<b>Total 221 Property (Equipment) 70</b>	<b>35,000</b>	<b>70,514</b>	<b>159,942</b>
<b>241 Other Objects 800</b>			
242 Dues and Fees	4,474	7,071	9,791
243 Interest Paid- Loans	14,000	1,313	1,313
244 Principal Paid- Loans	300,000	75,000	75,000
245 Other Debt Service Fees			-
<b>Total 241 Other Objects 800</b>	<b>318,474</b>	<b>83,384</b>	<b>86,104</b>
<b>Total Expense</b>	<b>2,397,369</b>	<b>3,170,447</b>	<b>4,667,552</b>
<b>Total Net Income (Loss)</b>	<b>234,037</b>	<b>420,787</b>	<b>229,157</b>