

# BEEHIVE SCIENCE & TECHNOLOGY ACADEMY

## Board of Directors Meeting Minutes

Saturday, December 07, 2024  
2165 East 9400 South  
Conference Room 108A  
Sandy, UT 84093

**Board Members:** Tarik Guney, Davron Mukhabettov, Ahmet Yavuz, Marci Houseman, Calvin Zulich

**Board Members Present:** Tarik Guney, Ahmet Yavuz, Marci Houseman, Davron Mukhabettov

**Beehive Director:** Hanifi Oguz

**Other Attendees:** Mike Mortensen, Aaron Duman

**Call to Order:** Tarik Guney called the meeting to order at 10:02 am.

### Pledge of Allegiance

#### 1. Approval of Minutes (action item)

- The board reviewed the minutes from the October 14th, 2024 meeting. Marci Houseman motioned to approve the board meeting minutes. Ahmet Yavuz seconded the motion. The motion was carried unanimously.

#### 2. Approval of Audited Financial Reports for FY 2024 (action item)

- Mike Mortensen presented the audit of the financial reports to the board.
  - Beehive received the highest opinion an auditor can give.
  - Beehive's net position is growing.
    - Growth is from an increase in student count. Higher student count leads to more funding.
    - Numbers show that the school is in good standing.
  - Revenue exceeds expenses: Budgeting and forecasting is good.
  - No deficiencies were found.
  - The state auditor asked that the following be reviewed during Beehives audit:
    - Budgetary Compliance
    - Fund Balance
    - Fraud Risk Assessment
    - Public Treasurer's Bond

- Internal Control Systems
- Public Education Programs
- Beehive did really well in all of these categories and received an A+ on state compliance.

Davron Mukhabettov Motioned to approve the audited financial reports for FY 2024. Marci Houseman seconded the motion. The motion was carried unanimously.

### **3. Approval of the 2025-2026 School Calendar (action item)**

- First day of school is August 14,2025
- The school year will consist of 181 days. 1 day more than the state requirement.
- Many of our students live in the canyons school district. We try and plan our calendar as close to theirs as possible to make things easier for our families.
- There will be 13 days for winter break.
- Dates with asterisks show pending dates.
- Spring break is the second week of April. This isn't ideal, but as this is what canyon has planned we feel that many families would be impacted if we did not follow this schedule.
- Last day of school is June 3rd, 2026

Marci Houseman motioned to approve the 2025-2026 school calendar. Ahmet Yavuz seconded the motion. The motion was carried unanimously.

### **4. Approval of the Amended Time and Effort Policy (action item)**

- This document details the different services each employee provides and how we record them.
  - Hourly/Salary
  - Programs (Sped)
  - What funds are used for which people
  - Note what percentage of time an employee spends in the different areas.
- Time and Effort Reports
  - The PAR employees will be required to maintain their own records. The employer will prepare a monthly summary that will only require a supervisor's signature. The supervisor should have first hand knowledge of the work performed.

Ahmet Yavuz motioned to approve the amended time and effort policy. Marci Houseman seconded the motion. The motion was carried unanimously.

## 5. Approval of the Large Payments (action item)

- 2 payments need approval
  - Ipads:
    - Digit Teaching and Learning(State Grant Funded)
    - We update iPads every three to four years.
    - QTY 116 - Cost 38,164
  - Elementary Curriculum
    - Reveal and Wonders
    - Increase in students requires us to purchase a higher amount
    - Cost 38,420.95
    - General Funds

Davron Mukhabetov motioned to approve the large payments. Marci Houseman seconded the motion. The motion was approved unanimously.

## 6. Revision of Conflict-of-Interest Policy (discussion item)

- This policy protects Beehive Academy
  - Person must disclose information of possible conflict of interest to directors and members of governing board
  - The directors and governing board will then meet and determine whether a conflict of interest exists.
  - The conflict of interest will then be addressed.
    - Investigation
    - Make more advantageous arrangements
    - Will vote if the transaction is in the organization's best interest
  - Violations
    - If it is believed that a member has not done their duty to disclose a conflict of interest that person will be given an opportunity to explain.
    - After response and investigation the committee will discuss and take appropriate disciplinary action.
  - Compensation
    - Members of the board will excuse themselves from discussions/voting where there might be a conflict of interest.
  - Annual Statements
    - Board is to annually sign a conflict of interest statement.

## **7. Annual Open Public Meeting Training (discussion item)**

- A video presentation was utilized for the training.
- Open meeting is any time a simple majority or quorum meet.
- Allow citizens an opportunity to speak
- Requires an agenda to be posted 24 hours in advance where the public can see.
- Closed meetings: Limited reasons. Quorum needs to be present. Requires proper notice. Requires a majority vote to close out the meeting. Meeting minutes are not required to be posted for the closed portion, but open/close and attendance information should be included in the public meeting notes.
- Meeting minutes/recording should be provided to the public.
- Meeting minutes will be considered a draft until approved by the board.

## **8. Data Security Training (discussion item)**

- All board members, employees, contractors, and volunteers must receive training and comply with this policy.
- Data Manager/IT director will manage data sharing.
- Each staff member has signed a Non-Disclosure statement.
- They will use state authorized computers and use passwords.
- Will not share sensitive information.
- Will not send PII over email.
- PII will only be used for the purpose of which it was collected.
- Parents and Students have the right to access their information.
- a 3rd party requiring PII has to sign a FERPA agreement.
- Government agencies can request reports.
- Security breach follow up actions.
- Retention schedules

## **9. Update on the Strategic Planning (discussion item)**

- The board reviewed the strategic plan, provided by Bellwether, for the new campus.
- Phase 1:
  - Develop the vision
  - Phase 1 is almost complete.
- Phase 2:
  - Develop system for growth
- Phase 3
  - Plan for implementation

## 10. Principal Report (information item)

- STEM School designation is due in January. Staff is currently working on an application. This should be finished before winter break. This designation will be for both Secondary and Elementary.
- The state charter school board will be meeting with the authorizers on January 16, 2025. Board members are invited to attend.
- December 17th Beehive will provide a holiday lunch to the staff.
- International Thanksgiving was a huge success. Many volunteers brought food for each student to try. This allows students to share their cultures and has been a tradition for our school.
- Feb 22nd is the STEM expo.

Ahmet Yavuz asked for an update on the teachers' incorporation of AI programs. Hanifi Oguz responded that our teachers have a committee that discusses AI programs and will be writing policy for its use. We have purchased Magic School AI. This is through the state so it's been vetted. We are also promoting the use of Adobes integrated tools. 6 AI committee members will attend a national conference in April. It will take time to finish the frameworks, policies, and guidelines.

Ahmet Yavuz asked how the possible closure of the department of education may affect the school. Hanifi Oguz responded that it's hard to respond because there are talks of many things, but a good thing for us is that we are not heavily currently dependent on federal funding. There will be an impact, but we will position ourselves in the best way possible. New approaches may be necessary. What we receive from federal funds is comparatively less so we'll be affected the least.

### Comments

Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. "Request to Speak" should be filled out and submitted to the Board President before speaking during the public comment section. This form can be downloaded from the school website: [www.beehiveacademy.org](http://www.beehiveacademy.org).

- Heather Teran addressed the board about budgeting concerns. She'd brought up the director's salary raise. She also mentioned that she'd like more gender diversity on the board.

**Adjournment** Marci Houseman motioned to adjourn the meeting. Davron Mukhabettov seconded the motion. The motion was carried unanimously. The meeting was adjourned at 11:33 am.