

Syracuse Arts Academy

Work Session Minutes

Thursday, February 4, 2010

Place: Syracuse Arts Academy, 2893 W. 1700 S., Syracuse, UT 84075

In Attendance: Chris Dallin, Andrea Larkin, Jan Whimpey (Principal), Julie Nelson (Teacher), Tia Shaw (Counselor), David Hall (Fin. Advisor), Kim Dohrer (AW), Dawn Kawaguchi (AW 5:08), Gavin Hutchinson (AW 5:08), Brittani Brown (5:18 via Skype)

Excused: Cameron Almond and Tonney Kaw-uh



The purpose of Syracuse Arts Academy is to develop respectful, confident citizens in a solid educational environment enriched by artistic expression.

2009-2010 Board SWOT Goals

Student Academic & Social Achievement (The Whole Child)
Customer Service / Amazing Interactions
Financial Excellence
Extraordinary Instruction / Amazing Faculty / Best Practice
Engaged Parents
Traditions

Minutes

Integrated Arts Presentation

4:45 PM – Teacher Classroom Walk-Thru – Aaron Pratt

5:00 PM – Call to Order – Chris Dallin

Chris reviewed the Board SWOT Goals.

Business Items (To Be Discussed and/or Voted On During Board Meeting)

- Discuss Elementary & Jr. High Building Purchase Agreements – David gave a brief update on the building purchases. There was discussion on different financial options. Dave gave an update on the feasibility study.
- Update on Landscaping for Jr. High Field – David gave a brief update on where we are on the landscaping for the Jr. High Field. Dave reported that he and the city have come to an agreement regarding the water source. Shared usage with the field just like the elementary. David will bring the costs of seed vs. sod to the next meeting so that the Board can make that decision.

Chris reminded the Board that they appointed David to represent the school on working with the purchase of the buildings and the landscaping for the Jr. High field.

- Discuss The Mulkey Company purchase for \$5,751.20 – Chris wanted to say on the record that he doesn't agree with the invoice to be paying for the mileage. There was discussion on the possibility of making a policy that states that we will not do business with anyone who charges us mileage. They should write it

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.

off as a business expense. Chris would like the board to consider this purchase order for approval when we get to the board meeting.

- Discuss Corporate Resolution authorizing Zions Bank accounts – Gavin explained that the school needs to open a new account which requires Board approval and a resolution that needs to be signed.
- Review 2009-2010 Budget as of January 31, 2010 – David briefly reviewed the budget. He explained that Gavin put in a new column that shows the percentage of how much of the budget has been spent and if we have went over the budgeted amount. There are small variances with a few line items but nothing to be concerned about.
- Discuss 2010 Board Retreat – Chris proposed to the board that this year’s retreat will be in Cedar City and include the Shakespearean Festival. Dawn gave a brief summary of accommodations. She reported that we need to set the date first before any costs can be broken down. Chris would like to have someone who runs the festival to talk to us. Chris also proposed to just include your spouse only. He would also like to drive down together in a van or bus so that we can get some of the meeting information done with the driving. David proposed to include a couple of teachers from each school. There was discussion on the pros and cons of this retreat. Jan recommended a Board professional development built into the budget every year. Gavin stated that there is already a budget for it.
- Review Arrest Reporting Policy – Jan briefly reviewed the Arrest Reporting Policy. This policy is for the non-licensed employees such as TA’s and office staff. Jan has recommended that Board adopt this policy since it is required by the state. There was discussion on how it this information will be handled.
- Review 2010-2011 School Calendar – Jan proposed two calendars to the Board. Chris recommended that we align our calendar with Davis School District. Jan said that she is not ready to approve but only looking for feedback from the Board.
- **Principal’s Report**
 - Dashboard – Jan reviewed the monthly parent surveys. She reported that this year 50% of the parents are responding. Jan feels that it is more accurate now with half responding to the parent survey. She also feels that the Disney Way is helping with the great results. Jan also briefly reviewed the teacher’s integrated arts counts – this year vs. last year. It’s getting much better.
 - School Report Card – Jan briefly reviewed the school report card. The school is compared to the state. Chris recommended that Jan print the report card out in a large format on foam core board and post it out in the foyer for all the parents to view. Jan expects these numbers to drop this year due to the increase in the student body.

Jan reported to the Board that they have sent out intent to return letters and we will only have 50 open slots. This is without even running a lottery. They have some siblings that are on waiting lists.

5:55 p.m. – Kim was excused at this time.

- Discuss selection of foreign language for next year – Jan reported that they have been looking at Mandarin Chinese as a foreign language for ninth grade. Tia has been looking into the high schools to see if they support this and they do. Jan gave a brief summary of how she would like to proceed.
- Discuss the Special Ed Policy and Procedures Manual – Jan briefly explained the Special Education Policy and Procedures Manual. This is required by the state. It has been approved by the state as well.
- Discuss the Comprehensive Counseling and Guidance Program (CCGP) – Tia explained that the school needs to have a Comprehensive Counseling and Guidance program. She briefly explained the guidelines. There are four indicators. She stated that you must have an evidence file and she had an example. This must be adopted by the Board.
- Review Chapter 2 of “The Disney Way” – Andrea reviewed Chapter Two of the Disney Way which is about dreaming (the Dream Retreat). She summarized a story of how they came up with a ride. Andrea recommended that our school write our own story and include the parents.

Adjourn – 6:19 p.m. Chris adjourned the work session to go right into the Board Meeting.

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.