

Syracuse Arts Academy Work Session Minutes Thursday, February 5, 2009

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



Attendees: *Chris Dallin, Cameron Almond, David Hall (via phone), Jan Whimpey (Principal), Gavin Hutchinson (AW), Dawn Kawaguchi (AW), Trent Brown (AW)*

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

2008-2009 Board SWOT Goals

"If Disney ran your school?"

Understanding of the school's purpose and function

Relationship between staff & POEC

Integrated Arts

Minutes

Integrated Arts Presentation

4:45 PM – Teacher Classroom Walk-Thru with Mrs. McGuire

5:16 PM – Call to Order – Chris Dallin

Chris went on record to say that the Board met with Mrs. McGuire and she had a nice presentation on the things that she does to integrate arts into her classroom.

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

- *Review Dashboard for November thru February* – Jan reviewed the dashboard. Jan has added two additional questions regarding integrated arts but has had no comment. She is looking at changing the order so that they have to answer those questions first. All employees review and discuss results. They are also required to sign them as well.
- *Update on Website* – Chris asked all Board members to take a look at the website if they haven't already. Jan has been working very hard on redesigning the website.
- *Review Utah Open and Public Meetings Act* – Trent reviewed the Utah Open and Public Meetings Act. He put together some of the most frequently asked questions for your to review. He mentioned to the Board that is required by law that the Board members review the Utah Open and Public Meeting Act on a yearly basis. Trent reminded the Board that their emails can be printed in the newspaper since they are public information.
- *Update on Jr. High* – Trent gave the Board an update on the Jr. High. He and Jan did a walk-thru today. They are starting the sheet rock beginning of next week. If anyone can stay after the Board Meeting we will have a walk-thru of the new building.

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- *Presentation of FY 2008 Audit Report* – Chris moved this item to the Board Meeting for time purposes.
- *Review Budget as of January 31, 2009* – Chris moved this item to the Board Meeting for time purposes.
- *Update on Building Purchase* – David updated the Board on the status of the building purchase. He had a conference call with John Buck. They are working through the numbers because they want to have their monthly payment close to the same amount as their current monthly rent. They are going to move forward to make an offer to the sellers.
- *Changes in the POEC Bylaws* – Cameron reviewed the changes in the POEC bylaws that they are looking at changing. It hasn't been voted on yet. They are looking to make changes to Section 4 only regarding term limits. There have put definite deadline dates for the elections. Any vacancies will be appointed until the election period occurs. Cameron asked for the Board to review for any changes. Chris reminded the Board that they do not have a vote on any decision making powers that relates to the POEC but appreciates Cameron informing the Board with what they are doing.
- *Review Teacher Feedback* – Cameron reported that all the teacher feedback has been very positive. They loved Teacher Appreciation Week since the reward was for the teacher's personal use instead of giving them something that they would put back into their classroom. This was also extended to the staff as well as the teachers. Cameron informed the Board that the volunteer hours are not where they should be. He stated that they are looking at ways to get the volunteer hours up through Monday Messages, library time, and phone calls. There was discussion on creating a list of things that the parents can choose from that has been put together by the teachers and staff. Jan added that it could be posted on the website for parents to choose from.
- *Discuss scheduling a Parent Meeting* – Cameron would like to put together a parent meeting to discuss the Jr. High and to answer any questions. Chris would like Cameron and Jan to move forward on this to set a date and time. He would also like the Board and Academica to be there to help answer questions.
- *Update on the "Deep Dive" committee for uniforms* – Cameron reported that he sent out an email on the list serve asking for volunteers for the Deep Dive. They are also looking at using the Deep Dive to review the policies and procedures as well. They want to get parents input because the integration of the Jr. High students will not be the same as the younger students. They will have approximately 14 parents on this committee.
Trent reported to the Board that Academica has hired Gabe Clark as legal counsel and to direct any questions regarding policies to him.
Chris wanted to make sure it is very clear to the parents involved in reviewing the policies that they understand they are just giving feedback and that the Board will be making the final decision on the actual policies. There was some discussion on a "dress down" day for the Jr. High.
- *Recommendation questions for quarterly teacher survey* – Cameron reported that they will have the questions for the quarterly survey this month.
- *Review Utah Public Notice Website Information* – Dawn informed the Board of the new Senate Bill that requires all Utah Public Meetings agendas that must be posted on their website. She has been making sure that SAA is in compliance. This will go into effect as of April 1st. Just a reminder that no changes can be made within 24 hours before the scheduled meeting.
- *Board Meetings back to every other month* – Chris made a decision to move our Board meetings back to every other month.
- *Update on Board Retreat @ Snowbird* – Dawn updated the Board on the Board retreat. It will be held on July 31st – August 1st at Snowbird. We should find out on the speaker by Monday if he will accept our offer. Room information is needed next. There was discussion on the cost of the different room sizes. It was decided that Dawn will get the Board members individually to find

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out the information needed for the retreat. Chris also asked Jan to arrange a meeting with her staff on a day that he can attend and do a SWOT analysis with her staff. This will give the Board a good baseline for the retreat. Chris also requested Dawn to attend this meeting so that she can take minutes. Given the economy, Chris is looking to use this staff meeting as a replacement for the one day staff training up at Snowbird.

Adjourn – Cameron made a motion to adjourn the work session. Dave seconded the motion. Motion passed unanimously. (*Duration 29:06*)

Action Items

1. Research cost of text messaging for parents – Kathryn

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