



# Syracuse Arts Academy Work Session Minutes Thursday, June 3, 2010

Place: Syracuse Arts Academy Jr. High Auditorium, 2965 W. 1700 S., Syracuse, UT 84075

In Attendance: Kim Dohrer (AW), Gavin Hutchinson (AW), Andrea Larkin, Brittani Brown, Chris Dallin, Cameron Almond (5:08 p.m.), Dawn Kawaguchi (AW), and Jan Whimpey (Principal)

Excused: 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**

**5:00 PM** – Call to Order – Chris Dallin

There was brief discussion on what will happen today in our board meeting. This is the annual board meeting. The fiscal year is coming to a close and we are preparing for the new fiscal year. There are new board members to be voted in. First, David Hansen has been voted in as the POEC President but must be appointed in by the Board of Directors in which his term will begin on July 1<sup>st</sup>. Currently, Cameron Almond is serving as the POEC President in which his term will come to an end on June 30<sup>th</sup>. Tonney Kaw-uh is excused tonight and will also tenure his term at the end of the month. Andrea Larkin has served on the board since SAA began but has chosen to end her time on the board. Chris presented her with a plaque at this time. Chris thanked her for all of her time and dedication to the school. Chris would like to recommend an Emeritus Advisory Committee for past board members to serve on so that we can keep the expertise. Chris thanked Cameron for his hard work with the POEC.

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

- "Tell a Story" – Jan briefly shared a very touching story about teacher who had a student give her a handwritten note that thanked her for making the student who they were today. We have great teachers here at Syracuse Arts Academy. Another celebration of teachers was given by Jan. We asked teachers in the fifth and eighth grades to take students who could hardly type and have them take the end of level assessment and the direct level assessment. These grades do not usually take these assessments. The students had to write through typing a meaningful three paragraphs. These teachers worked very hard to perform miracles. Out of all the students who took the assessment, there were only about six students were not proficient. This had never been done before. This is a huge success for our teachers.
- Review Final 2009-2010 Budget – Gavin briefly reported on the final 2009-10 budget. The school was able to pull in some funds from their surplus to expand the school without going into debt. The goal of the

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school is provide sustainability. The lunch program for this year has been self sustaining. Gavin reported that he didn't see any reason why the budget wouldn't be balanced at the end of the fiscal year.

- Review 2010-2011 Budget – Gavin briefly reported on the fiscal year 2010-11 budget. There are some areas we were able to give modest increases in salary and benefit dollars built into the budget. Gavin cautioned the board that it is possible that there could be a mid-session budget cut. The budget has been built conservative so that the school shouldn't be affected if there are cuts.
- Update on Building Purchase – We have been approved by the USDA to purchase our school. There was brief discussion on the building purchase that should be finalized in the next couple of months.
- Present New Board of Directors Hierarchy – Chris presented the new Board of Directors hierarchy. There was discussion on how it will work. There will be a triad of leadership with a past chair, chair, and vice chair. It will be a seven member board. It is possible that the By-laws may have to change.
- Recommendations for the Open Board of Director Positions – Chris briefly explained why the hiring committee was formed. He recommended the three candidates for the Board of Directors to fill open positions as they move towards a new structure. They are Teresa Peacock, Bryan DeGrange, and Cameron Almond. They were each introduced and had a chance to tell a little bit about themselves. Chris revealed that each candidate was asked the same questions.
- Discuss Staff Grievance Policy – Brittani stated that the current grievance policy had a lot of ambiguity. It has given more clarity with the proper steps you take. It is outline specifically on who you go to next. If you feel you haven't resolved your issue with a specific person then you must tell them you are going to file a grievance. A grievance is a means that we have support to follow up on mediation.
- Discuss Parent Grievance Policy – Brittani stated that this policy is pretty much the same as the Staff Grievance Policy with a few added items. Brittani would like to take off the one sentence on the last page that states to come to the board meeting and have the issue addressed.
- Update on Parent and Teacher Survey – Brittani reported that the results have come back from the surveys. The results came back in percentages on the answers of strongly agree, agree, neither agree or disagree, disagree, and strongly disagree. We are in the process of putting together a list of areas of “disagrees” and “strongly disagrees”. We are also putting together areas of strength so that we can celebrate them. We want to discuss the “strongly disagrees” in greater detail at the board retreat because they will drive our goals and direction for next year. Brittani stated that the committee made a promise to get that information out to the teachers and staff that they would get this information out to them.
- Update on Deep Dive Committee – Andrea put together a committee to investigate the lunchroom concerns. She briefly reported on her findings and offered her recommendations to the Board. Chris would like to have more discussion on this. Chris would like to look into a more nutritious lunch menu. Jan offered some background perspective on why the Jr. High students are not allowed to get out of their seats. There was open discussion on things that could be done. Ideas were shared. Chris would like Andrea to continue to head this committee and work with Gavin, Jan, new administrator, Katrina, David Hansen and some parents to bring new recommendations to the board regarding a healthier lunch.
- Review Parent Compact – Julie reviewed the Parent Compact again since it was tabled last meeting. Teachers, Parents, Students, and Administration each have responsibilities and they are outlined in this document. This item is needed to move forward to receive Title 1 funding. This will be in the registration packet.
- Review LEA Parent Involvement Policy – Julie reviewed the Parent Involvement Policy since it was also tabled last meeting. This will also be in the registration packet. There was discussion on who is carrying out the items in both policies. Chris has asked Brittani to work with Julie to fine tune these policies.
- **Principal's Report**
  - Dashboard – Jan reported on the Parent Survey dashboard the Integrated Arts count. Improvement has happened from last year.  
Chris has asked Jan to send monthly reports to the board since this board only meets every other month.
- Building Inspection Update – Cameron briefly reported on the building inspection. The board should have received the entire report. There is a lot of water damage. Cameron briefly touched on the areas of concern and offered his recommendations. Chris asked Cameron to work with Academica to make sure

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that these items are addressed before the purchase of the building.

- POEC Update – Cameron presented a year in review. He reported that the POEC will be presenting a \$17,000 check to the school for half of the cost for the lighting system for the auditorium. He announced that there was over 16,000 hours donated from the parents. Chris asked Jan to send out a email as a Monday Message that includes all of the POEC wins and announce the new board members. David Hansen and Kelly Haacke have been voted in as the POEC chair and co-chair for next year.
- Discuss Board Retreat – Chris explained that retreats are where this board and the school have made mark improvements on philosophy and direction that are directly related to the retreat. Chris would like to reconstitute the retreat and keep it local. Chris has asked Dawn to lead the committee and bring back a recommendation to the board on where to go. All new board members, retired board members, and administration. There was discussion on brief agenda for the retreat.

**Adjourn 6:47 p.m. Chris Dallin adjourned the work session. (Duration 1:47:53)**