



# Syracuse Arts Academy Board Meeting Minutes Wednesday, May 11, 2016

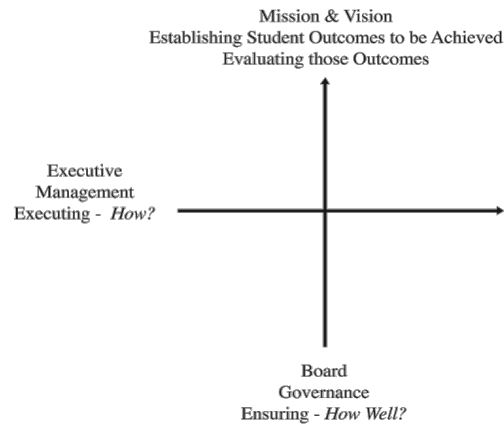
Place: SAA North Campus, 357 S 1550 W, Syracuse, UT 84075

**In Attendance:** Dale Pfister, Jerrad Pullum, Mary Johnston, Teresa Peacock

**Excused:** Nate Schow

**Others in Attendance:** Lex Puffer, Dawn Kawaguchi, Judy Nixon, Shirley Atkinson, Ryan Arrington, Krista Hotelling, Jan Whimpey, Julie Nielson, Brad Taylor (6:07 p.m.)

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



## Minutes

### 2015-2016 Board Priorities School Wide Continuity “Sameness” Arts Integration Professional Development Safety Plan

#### 5:29 PM – Call to Order

- Welcome by Teresa Peacock
- “Traditions” – The SAA Way
  - School Vision – Dale Pfister
  - Storytelling – Lex Puffer shared a story about a student who raised his SAGE score by 200 points. His self-esteem has been raised since accomplishing this. Even though this young man is designated by the state as non-proficient, he has made great strides and is being successful. Lex was very happy that our teachers take special interest and pride in the progress of each individual student. Lex wants to make sure that our vision isn’t just focused on the results of standardized

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test because we are taking into account the whole child and the experiences that they have in the school that will carry on with them throughout their life. This story is a good example that SAA teachers are doing this.

**There was no PUBLIC COMMENT.**

## **REPORTS**

### ➤ **Student Report**

- Antelope Campus – Halley Reed
  - ✓ Two school plays included:
    - ★ Aristocats (elementary)
    - ★ Elf the Musical (jr. high)
  - ✓ Cheer tryouts for 2016-2017 (6<sup>th</sup>, 7<sup>th</sup> & 8<sup>th</sup> graders)
  - ✓ SBO luncheon for 2016-2017 candidates
  - ✓ 6<sup>th</sup> grades working on puppets and will be putting on a puppet show for the younger grades
  - ✓ Music informance with students singing and playing instruments
  - ✓ Grand lunch where grandparents were invited to come and eat with the students
  - ✓ Recent Field trips included:
    - ★ 1<sup>st</sup> grade – Living Planet Aquarium
    - ★ Kinder – Hogle Zoo
  - ✓ Celebrated Teacher Appreciation Week (last week) all classroom doors were decorated in honor of the teachers
  - ✓ Looking forward to our last month of school filled with lots of fun activities
- Robotics Demonstration
  - ✓ North Campus – Taylor and Savannah (6<sup>th</sup> grader) explained what they have been doing every week on Wednesdays and some Fridays after school to construct and program their robots. They will be competing with other charter schools on Friday at Lagoon in a sumo match. The 5<sup>th</sup> graders must complete a maze. Taylor and Savannah had a sumo match demonstration with their robots (Rocky and Hitachi).
  - ✓ Antelope Campus – SAA Jr. high students created a powerpoint to be presented at the board meeting.

### ➤ **POEC Report** – Kerry Robb

- Carnival on Friday at the Antelope Campus
  - ✓ PresSales are online for wristbands
    - ★ 30+Games, climbing wall, food trucks, bouncing house, musical instruments, art garden, guitar and choir performances, raffle, etc.
- Mother and Son Bingo Night (pizza, drinks, prizes, photos) was very successful
- Elementary yearbooks are in (both campuses in one book) and they look great
- Coming Up: Field Day on May 24<sup>th</sup> @ North and May 26<sup>th</sup> @ Antelope
- Teacher Appreciation finished up last week
- Review of funds spent from the POEC and upcoming purchases

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- **Lead Administrator – Lex Puffer**
  - State of the School
    - ✓ Highlights
      - ★ The administration did look into a possible robotics program (lego mindstorm) at the school but the cost was so astronomical that the school decided not to do it. Lex thanked the POEC for taking this on.
      - ★ 10 Year Celebration with a Carnival and Murder Mystery Dinner Theatre – Lex stated that all board members and their spouses are invited.
      - ★ Teacher Appreciation Week was fantastic and the teachers really felt validated
      - ★ Elf the Musical went very well and very successful
      - ★ Band and choir concert are coming up
      - ★ Each grade has end of the year activities planned
      - ★ SAGE testing should be done by next week
- **Board of Directors**
  - Review 2015-2016 Budget as of April 30, 2016 – Jerrad Pullum reviewed the budget as of April 30<sup>th</sup>. There are no major concerns. For the first time, we will be turning in a budget to the state that will reflect the use of funds from the reserve account.
- **Academica West**
  - Update UCAP Login – Dawn Kawaguchi wanted to make sure that everyone is able to login to UCAP. There are still board members who can't log into their account.

**Jerrad Pullum made a motion to approve the CONSENT ITEMS. Mary Johnston seconded the motion. Motion passed unanimously.**

- Ratify New Hires
  - Wes Simonson – Recess aide
- Approve April 7, 2016 Board Meeting Minutes
- Approve April 7, 2016 Closed Meeting Affidavit
- Ratify 2016-2017 Implementation Grant for North Campus

**BUSINESS ITEMS - (To Be Discussed and/or Voted Upon)**

- Discuss & Vote on Selection of Financial Advisor – Jerrad Pullum reviewed several financing options that the school could possibly do to save money from paying rent for the north campus. The state has approved two financial advisors that the school can use. They both responded to the RFP. Jerrad reviewed the bids from Verapath and Lewis, Young, Robinson and Burningham. The recommendation from the finance committee is to engage Lewis, Young, Robinson and Burningham. Since this is only an engagement the company will not be paid unless the board actually goes through and finances the north campus. Jerrad stated that it is possible to roll into the bond possible capital improvements. **Jerrad Pullum made a motion to select Lewis, Young, Robinson and**

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**Burningham as our financial advisor to look at the school's financing options. Dale Pfister seconded the motion. Motion passed unanimously.**

- *Discuss & Vote on A Plus Benefits Professional Employer Agreement* – Lex Puffer stated that the limit of contracts with the state procurement code is five year so it is time to go through the procurement process. Bids were attained and A Plus is still the best option for the school.
- *Discuss & Vote on Amended Administration of Medication Policy* – Lex Puffer reviewed the amended Administration of Medication Policy. The new legislation requires the school to administer seizure rescue medication. Lex stated that there will need to be employee training to administer the medication. There was a discussion on what seizure rescue medication is.
- *Discuss & Vote on Amended Fee Waiver Policy* – Lex Puffer reviewed the amended Fee Waiver Policy. The addition to this addresses collection fees when unpaid school fees require referring a parent or guardian to collections.
- *Discuss & Vote on Food Services Petty Cash Account* – Lex Puffer stated that there are times with the food services director, April Empey, may need to purchase small program items quickly instead of waiting to create a purchase order. Lex would like to create a petty cash account under food services so that she can have a debit card to do purchase such items and the money will come directly out of the food services account. **Jerrad Pullum made a motion to approve the A Plus Benefits Professional Employer Agreement, amended Administration of Medication Policy, amended Fee Waiver Policy, and creation of the food services petty cash account. Mary Johnston seconded the motion. Motion passed unanimously.**
- *Discuss & Vote on Budget Officer* – Teresa Peacock stated that the legislation is now requiring the board to appoint a budget officer. Because the budget officer is required to post and answer questions at the school it makes sense to appoint Lex as the budget officer.
- *Discuss & Vote on Audit Committee Selection* – Teresa Peacock stated that the legislation is also requiring having a audit committee. The recommendation is that the finance committee also be the audit committee. This cannot be administration. **Dale Pfister made a motion to appoint the Lead Administrator as the Budget Officer and Jerrad Pullum and Mary Johnston for the Audit Committee. Mary Johnston seconded the motion. Motion passed unanimously.**

#### **OTHER BUSINESS ITEMS (Items for Discussion Only)**

- Calendaring Items – ALL
  - June Pre-Board Meeting – May 26<sup>th</sup>
  - Next Board Meeting – June 10-11 (Annual Board Meeting & Retreat)
  - Electronic Board Meeting – June 30<sup>th</sup>
  - UAPCS – June 13-14 @ Davis Conference Center (Early Bird May 15)
  - National Charter School Convention – June 26-29 in Nashville

**6:23 PM – Jerrad Pullum made a motion to move into a CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual pursuant**

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**to Utah Code 52-4-205(1)(a). Mary Johnston seconded the motion. The votes were as follows:**

**Jerrad Pullum – Aye  
Mary Johnston – Aye  
Teresa Peacock – Aye  
Dale Pfister – Aye**

**Motion passed unanimously.**

**7:17 PM – Mary Johnston made a motion to exit the CLOSED SESSION and ADJOURN. Dale Pfister seconded the motion. “The votes were as follows:**

**Mary Johnston – Aye  
Jerrad Pullum – Aye  
Dale Pfister – Aye  
Teresa Peacock – Aye**

**Motion passed unanimously.**