



Learning through the Arts

Board Meeting Packet

Board Mission Statement

AS BOARD MEMBERS, WE AGREE AND UPHOLD THE FOLLOWING STATEMENTS AS OUR MISSION:

- ★ WE WILL GOVERN, NOT MANAGE THE SCHOOL DIRECTOR OR EMPLOYEES.
- ★ WE WILL MAKE ARTS INTEGRATION A KEY ELEMENT OF OUR SCHOOL.
- ★ WE WILL MAINTAIN A STABLE AND WORKABLE FINANCIAL BUDGET.
- ★ WE WILL SPEAK AS ONE VOICE.

February 22, 2024

Syracuse Arts Academy Board Meeting Agenda Thursday, February 22, 2024

Location: SAA Antelope Elementary Campus, 2893 W 1700 S, Syracuse, UT 84075



NOTE: *It is possible that the SAA Board of Directors may be utilizing an electronic meeting component with one or more of their members.*

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

Agenda

2023-2024 School Priorities

Schoolwide Unity, Cooperation & Collaboration

Expansion of Arts Integration

Maximize All Data Sources to Improve Student Instruction and Performance

5:30 PM – INTRODUCTORY ITEMS (5 minutes)

- Welcome & Roll Call – Mary Johnston
 - Board Mission – Jerrad Pullum
 - School Vision – Rene Dreiling

5:35 PM – PUBLIC COMMENT (Comments will be limited to 3 minutes each)

5:35 PM – CONSENT ITEMS

- February 8, 2024 Board Meeting Minutes

5:36 PM – CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a) (150 minutes)

8:06 PM – DISCUSSION ITEMS

- Calendaring Items – ALL (5 minutes)
 - Electronic Board Meeting – March 14th
 - Next Preboard Meeting – March 28th
 - Next Board Meeting – April 11th

8:11 PM – ADJOURN

UPCOMING CALENDAR ITEMS

March

School LAND Trust Plan

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

SLT Training Assurance

April

Prepare Parent Survey

Director Evaluation

Director Bonus/Salary

Annual Open Meetings Act Training

Review Positive Behavior Plan

Audit Engagement Letters

Amend Emergency Preparedness Plan

June

2023-2024 Final Amended Budget

2024-2025 Annual Budget

2024-2025 TSSA Plan

Liability Insurance Contract/Annual Payment

Ratify Board Members & Terms

Ratify Board Officers

2024-2025 Board Meeting Schedule

Review Positive Behavior Plan

Mental Health Screening Determination

Annual PPP Training & Review

Fraud Risk Assessment/Ethical Behavior

Annual Open Meetings Act Training

Review Board Communication Guidelines

Ratify Lead Director

Ratify Lead Admin & Employment Agreement

Sex Education Instruction Committee

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Back to Agenda

Syracuse Arts Academy Board Meeting Minutes Thursday, February 8, 2024

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



In Attendance: Mary Johnston, Rene Dreiling, Neil Garner, Jerrad Pullum, Nate Schow

Others in Attendance: Janey Stoddard, Jon McQueary, Dale Pfister, Ken Jeppesen, Brad Taylor, Dawn Kawaguchi

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

Minutes

2023-2024 School Priorities

Schoolwide Unity, Cooperation & Collaboration

Expansion of Arts Integration

Maximize All Data Sources to Improve Student Instruction and Performance

5:30 PM – INTRODUCTORY ITEMS

- Welcome & Roll Call – Mary Johnston
 - Board Mission – Nate Schow
 - School Vision – Dale Pfister

There was no PUBLIC COMMENT. This was the second public comment period for the 2024-2025 School Fee Schedule and the Fee Waiver Policy.

REPORTS

- **Eide Bailly**
 - *FY23 Audit Review* – Ken Jeppesen reviewed the standard letter, which states that everything went smoothly, they are independent and there are no new standards. There are four audit reports. The first one is the numbers, and it is unmodified (clean opinion). Ken reviewed the numbers in three different ways due to GASB. There was a discussion on the restricted balance and what it includes. Ken also reviewed the six notes including the Summary of Significant Accounting Policies, Cash and Investments, Capital Assets, Long Term Liabilities, Concentrations and Benefit Plan. Ken reviewed the budget to actual for the year. He reviewed the variances and the one note of Basis of Budgeting. The second audit is testing the internal controls and compliance. This was a clean audit. The School receives over \$750k of federal monies so they require an additional single audit. There was a reporting finding. Ken and Brad were able to explain why there was a finding

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which was the ESSER report that was filled out wrong, but it came through as a Qualtrics survey. Ken did state that there was no money that was misappropriated. The last report are extra things that the state requires them to audit. The list changes from year to year. Some procedures are done every year and other items are on a rotation. This year they tested budgetary compliance, fraud risk assessment, cash management, Open and Public Meetings Act, Internal Control Systems, and Public Education Programs. There were no findings here. It was a clean report. Ken thanked the board, the School and AW for the cooperation and willingness to help. *Ken Jeppesen was excused at 5:54 p.m.*

➤ **Administration**

- State of the School – Dale Pfister
 - **Current Enrollment (Aspire)** – Mary thanked Dale for providing this information. Dale reviewed the withdrawals. In term one, 80 of 120 withdrew. In August, 72% withdrew from Antelope campus and 42% withdrew from the North campus. It's a little too soon to tell what the enrollment numbers are for next year as they just had their first lottery pull and current students are still deciding on intent for next year. There was a discussion on if they survey the students on where they heard about SAA.
 - Dale gave an update on the Jr. high addition. Items are still being shipped and need to be installed. They will be having an Open House for the addition, but no date has been set yet. More info to come.
 - North Campus storage addition will be voted upon tonight. This will really help for storing our amphitheater equipment and recess equipment. This won't start until after school is out.
 - Safety Grant update – We are getting the last of our bids for door access, vaping sensors, additional cameras, etc. We have also applied for a gun detection software grant. We have already purchased a check-in system that is linked to the bureau of criminal investigations which has helped with flagging volunteers. They are working on the ring road camera project. An additional transformer has been installed out by the baseball field. We are waiting for the weather to get a little better to finish installing the camera. They are working on putting up some signs for the ring road to help with the speeding and accidents.
 - There was a discussion on the trend of current enrollment compared to previous years at this time, are new students being pulled as we lose students, national and state enrollment trends, reputation in community, ADM, and benefits for teacher retention.

➤ **Board of Directors**

- Financial Review – Rene Dreiling reviewed the financials as of December 31, 2023. We are over 50% through the year. The revenue from federal sources is low due to purchase first and then apply for the reimbursement. Supplies and materials are high so we are watching that. Operating cash and receivable are looking good. Mary thanked Jon for adding the items requested by Jerrad.

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- School LAND Trust Training Assurances – Mary Johnston asked the board if they completed their SLT training that Dawn sent via email. Nate still needs to complete the training. Mary asked him to send her a text when that is complete.
- Update Bios – Mary Johnston asked the board if they have updated their bios. All bios have been sent to Dawn except for Nate’s but his is complete.

CONSENT ITEMS

- Ratify New Hires – There was no further discussion.
 - Mason Dahl, SPED Parapro
- January 11, 2024 Board Meeting Minutes – There was no further discussion.
Neil Garner made a motion to approve the consent items. Jerrad Pullum seconded the motion. The votes were as follows:
 - Mary Johnston – Aye**
 - Nate Schow – Aye**
 - Rene Dreiling – Aye**
 - Neil Garner – Aye**
 - Jerrad Pullum – Aye****Motion passed unanimously.**

VOTING ITEMS

- Award RFP for Amphitheatre Addition General Contractor – Dale Pfister stated that they had two responded to the RFP. They were Bailey Builders and OneWest Constructions. OneWest cost was less than Bailey Builder by over \$35k. OneWest Construction scored higher and is recommended to be awarded this job. This is for a 10’ x 80’ space on the eastern side. Jerrad requested to see the drawings for the storage space. There was discussion on the space it is going to free up.
- Award RFP for Landscaping and Snow Removal Services – Dale Pfister stated that they received three responses the landscaping and snow removal services. They are all very qualified contractors but Extreme Green had the lowest price overall especially over the 5-year period. They cost was the same for the first three years and then slightly increased for year four and five. The recommendation is to award the RFP to Extreme Green.
- Amend 2024-2025 School Calendar – Dale Pfister stated that some feedback was received after the calendar was approved. With the semester ending at the end of the year, jr. high teachers needed a day to do grades. The January 21st PD Day was moved to January 6th. Jerrad requested the packet be fixed for the calendar. Dawn will fix that.
- 2024-2025 School Fee Schedule – Dale Pfister stated that because this was second public comment period for the fee schedule so it can be voted on it. It hasn’t changed from the last meeting.
- Re-Approve Fee Waiver Policy – Dale Pfister stated that it’s standard procedure that every time the Board approves a fee schedule, they have to re-approve Fee Waiver Policy. It hasn’t changed either.

Nate Schow made a motion to approve the following:

- **Award the RFP to construct the storage addition at North Campus to One West Construction with a cost not to exceed \$218,511 and allow Dale Pfister**

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to enter into an agreement with One West Construction on behalf of the School;

- Award the RFP for Landscaping and Snow Removal to Extreme Green for a 5-year agreement and allow Dale Pfister to sign on behalf of the School;
- Approve the 2024-2025 Amended School Calendar; and
- Re-approve the Fee Waiver Policy.

Rene Dreiling seconded the motion. The votes were as follows:

Mary Johnston – Aye

Nate Schow – Aye

Rene Dreiling – Aye

Neil Garner – Aye

Jerrad Pullum – Aye

Motion passed unanimously.

Rene Dreiling made a motion to approve the 2024-2025 School Fee Schedule. Neil Garner seconded the motion. The votes were as follows:

Mary Johnston – Aye

Nate Schow – Aye

Rene Dreiling – Aye

Neil Garner – Aye

Jerrad Pullum voted against the 2024-2025 School Fee Schedule. The motion passed with a majority vote.

DISCUSSION ITEMS

➤ Calendaring Items – ALL

- Next Board Meeting (Interviews) – February 22nd
- Schedule Electronic Board Meeting in March for SLT Plans – March 14th
- Next Preboard Meeting – March 28th
- Next Board Meeting – April 11th
- NCSC24 Boston, MA – June 30 – July 3

6:43 PM – Jerrad Pullum made a motion to enter a CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual and/or to discuss strategy sessions to discuss the purchase, exchange, or lease of real property pursuant to Utah Code 52-4-205(1)(a) and (d) respectively at the North Campus. Nate Schow seconded the motion. The roll call votes were as follows:

Mary Johnston – Yes

Rene Dreiling – Yes

Neil Garner – Yes

Jerrad Pullum – Yes

Nate Schow – Yes

Motion passed unanimously.

7:38 PM – Neil Garner made a motion to exit the CLOSED SESSION and ADJOURN. Nate Schow seconded the motion. The votes were as follows:

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Mary Johnston – Aye
Nate Schow – Aye
Rene Dreiling – Aye
Neil Garner – Aye
Jerrad Pullum – Aye
Motion passed unanimously.

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**Syracuse Arts Academy
Board of Directors
Closed Session Statement
Thursday, February 8, 2024**

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



CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for SYRACUSE ARTS ACADEMY entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-205(1)(a)

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 8 day of February, 2024, at Syracuse, Utah.


Mary Johnston
Board Chair

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