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# October 30, 2023

Salt Lake School for the Performing Arts Board of Trustees Meeting Minutes

Meeting style: On site at SPA

Attendees Included:

Board Officers: Doug Keefe; Kari Plaster

In Attendance: Board Members:

Kyla Plaster

Tracy Evans

Ilana Harrus

Administration:

Angela Pontious - Principal

Emily Andersen – Assistant Principal

Bethany Hansen – Artistic Director

David Kubinski – Director of Development

Jeff Biesinger – Business Manager – Red Apple

Varlo Davenport – Faculty Rep

**Absent**

Steve Barth

Tina Gillman

Jodie Osofsky

Kristi Swett

Meeting came to order at 5:35 PM

**Faculty Report**

Anonymous survey sent to faculty.

What is going well: most seem eager to learn.

New building has been a positive space to be in.

As problems arise, work well as a team to address them.

Things needed in general: several things that needed to go on the punch list. In general, we need space and time.

What other things do you want the Board to know? Grateful for the support with the move. Concern about getting the performance space addressed. Concern about student recruitment with the goal that we have enough students to stay open.

We have a faculty member who is feeling micromanaged by their supervisor.

How can the Board support you? Happy when we show up for events.

Very eloquent statement that we get the support needed for the VIP event.

If someone came to the Board with a complaint, we probably can’t support them, believe that would result in retaliation and need the job.

In summary, morale is good but there are issues that need to be addressed with the building.

A couple of thoughts: recruitment, underlying concern about staying open. Active job hunting by faculty if they are concerned. We are building the plane as we fly it. We have been asking to do more with less. Looking at department budgets with the things we need to accomplish with the resources we have. One instructor would say that the majority of the group have not been academically trained. When we look at evaluation tools, does that account for the faculty that is not certified on the performance side.

Understand we are reviewing our mission statement.

A system of licensure here that is specific to the school is in place.

Some of the language in the tools that is jargon. Some faculty don’t know what the state standards are.

What are the biggest holes in terms of the building:

1. The 4th floor performance space not having that available, should be cleaned up. So that the space is useable, not a full blown theatre, that would be a SPA roadkit space. When would be the ideal time for the school to take that on? Electrical things need to happen.
	1. Clear it out for VIP event
	2. Speakers and lighting. Showcase is March or April.
2. We want to be open; faculty wise.
3. It will be the same as the second – sound mitigation would help too.
4. Thicker curtains might help with pipe and drape.

 **Administrative Report**

Shakespeare competition: great behaviors etc. and their support of one another. First place dance duo/trio. First place for dance ensemble and they were asked to Showcase. Maggie Merchant got scholarships.

Theatre Dept. got 2nd place in Theatre Ensemble and second place in Theatre Sweepstakes. Every student that competed did well. We were in the Westminster Division. Varlo was up against 14 schools and dance competed against different schools – 8 total .

Drake Deweird won the construction category.

Music did an awesome job. Music competed against all of the schools.

Have hotels booked for next year.

Would also be a relief to have parents helping to pick up food and cut it up.

**Broadway Across America Partnership**

Huge kickoff event. Coverage there from KSL. Was a fabulous day. 126 students went on Trax. Had a great time, had the Mayor and all of the workshops there were awesome. Angela created a survey and the kids are super excited and this is for SPA only. You have to be at SPA to get it. Very impressed by our kids Some students would ask questions and the master class teachers were impressed.

Victor and Bethany are working on offerings for My Fair Lady. Someone from the show will come here. Victor is VP t Broadway Across America. BAA are footing the bill for everybody to go see the musical Six.

First Shadow Day is Nov. 17th.

Student Enrollment: 161 current count. 2 students who were not attending. 1 student out for treatment. 2 new kids starting this week.

Performing Arts venue partnership: Spencer Potter is the liaison. Our contract is being held up, deciding who is locking and unlocking the venue. Consider drafting a MOU that says everything that has been negotiated, price, venue, dates push that forward. The venue is brand new and Westminster has a new contracts person.

6 performances including the Musical. Move ahead with signing it.

**New Building Renovation Status:**

Latest from Corson is electrician will be here this week to fix remaining things. Corson is coming and blinds are being made to fit the windows. No ETA yet.

Building Insurance: we should be receiving a policy soon.

Core Academics and Concurrent Enrollment: 45 kids going to Highland. Everything is going well.

Emily: SPED Policy and Procedure Manual. Third party SPED service aligned this with our policy and procedures. The Board needs to vote on this. Have you read it? Yes. Every policy and procedure is tied to a state statue.

Doug: we have gotten by this before including SPED audits. My question is what happened historically? Our SPED program has gone between Highland and the District. SPED was at Highland. Prior to that we had a teacher at SPA. SPED is with us now. Service hours are offered here. This is so we are in full compliance. This is a normal procedure. Approval of policies and procedures. A third party service helped us.

We will need to focus on a few areas. State comes into monitor. We are in good shape to really offer a SPED program. We are at the beginning and we will have a full monitoring visit. Kari moves to approve the manual. Kyle seconded. Any discussion? None. Ilana will abstain. Motion approved.

**Financial Report:**

We are a quarter of the way through the year. We are looking at the budget. We are working hard to keep costs down. At the end of the day we are doing well with expense management.

Our cash is going down. Federal reimbursements will come in next few months. Courtney will ask for grants more often. We do those twice a year. When I say we are going to be requesting reimbursements for Grants its Title 1 and 2. Same with state funds. We get 1/12th monthly.

Red Apple doesn’t help schools apply for grants. You have a much better chance doing it yourself.

We also haven’t dipped into PTIF Account; the State’s investment fund. We have $343k in that account and accrues interest. It is liquid and we will l likely need to dip into it this year. Enrollment we are happy with where it is relative to budget. We are still working through what we are getting. $3.7M in revenues.

**Charter Authorization**

Likely leaving the District at the end of this school year. State Charter School Board authorizes over 90% of the charter schools in Utah. Marie Steffensen Associate Exec. Director. Hired a new Executive Director. Had a preliminary meeting with SLCC. Seem interested in being an authorizer. Westminster dropped out. Utah State and Utah Tech are both authorizers, but not a good fit for us.i

University of Utah: let’s try at U of U. Much bigger institution. Going to take a while. Lots of ways to go here. We want our choice of authorizer to be something that is complimentary with the school.

The District doesn’t want to authorize us after this year. Can we apply for authorization from the State Charter School Board and a higher ed alternative in parallel? 45 kids are going to Highland. Maybe ¼ are seniors. They can still dual enroll at Highland after our formal relationship ends at the end of the year. We need to decide whether we would promote or allow this.

Going down the path of the State Charter School Board as the authorizer; there is no term. The Charter School Board organization is changing, for the better. We plan to meet with them. Suggest we establish a small committee.to work on the evaluation and application.

**Marketing, Development and Fund Raising Plan**.

David has been focused on this. Things are falling into place. Trying hard to raise money and cultivate for the school. Get the word out we exist. Sent 454 invitations to people. Of the people we have invited, 41 saying yes. Hope we have 200 people.

We have an auction going on.

We have three Board members saying they are coming.

**PTO Report**

Sign-up genius for the parent support needed for the VIP event. Possibly need a PTO meeting. Kyla and Angela will figure it out. Would like to have a meeting this week or next week.

10 volunteers to transport food and get those people to help with final setup.

What about for the 4th floor cleanup? Building is open for Mean Girls rehearsal.

How’s the participation I need to push getting officers. Get the VIP thing out. Amanda Wilson might be better at running the PTO.

 **FY 23-25 Goals and Committees**

December. Board meeting will be devoted to planning.discussion.

**Review and Approval of Past Board Meeting Minutes**

Kyla moved we approved the meeting minutes, Ilana seconded. All approved.

Kari moved to go to Closed Session for review and approval of prospective Board members, Ashley Hill and Mike Risley, and that was seconded by Kyla. This happened at 7:00 PM.

We reopened the meeting at 7:30

Ashley Hill and Mike Risley werw approved to join the Board.

Tracy moved to adjourn the meeting at 7:32

Next meeting is Monday Nov. 20th at 5:30 PM.