



Syracuse Arts Academy

Board Meeting Minutes

Thursday, May 2, 2019

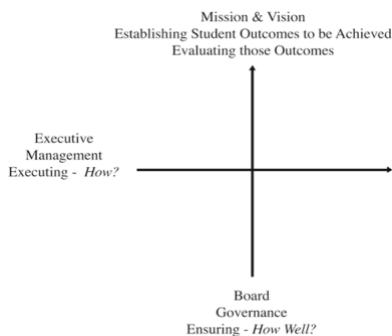
Place: SAA North Campus, 357 S 1550 W, Syracuse, UT 84075

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

In Attendance: Jerrad Pullum, Nate Schow, Bryan DeGrange, Mary Johnston, Rene Dreiling

Others in Attendance: Lex Puffer, Tim Phillips, Platte Nielson, Judy Nixon, Krista Hotelling, Leigh Schwartz, Dawn Kawaguchi (5:37 p.m.)

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



Minutes

2018-2019 School Priorities

Schoolwide Unity & Collaboration
Arts Integration Professional Development
Safety Program
Technology Integration
Research & Implement STEAM

5:35 PM – Call to Order

- Welcome by Bryan DeGrange
- “Traditions” – The SAA Way
 - School Vision – Leigh Schwartz
 - Storytelling – Tim Phillips shared that Make-A-Wish contacted the school because there is a kindergartener at the Antelope Campus that is friends with a wish child. Make-A-Wish visited both campuses and gave a presentation. The school had a fundraiser to help this wish child get her wish which was to go to Disney World. They had a “beefed up” dress down two-day event and the Jr. high student government held a car wash. They were able to earn almost \$7,000 for the wish child.

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There was no PUBLIC COMMENT.

REPORTS

➤ **Student**

- Antelope Campus
 - ✓ K-6 – Lisa Malcom is a 6th grader and a student leader. She loves that SAA is artistic and how it supports the arts. Lisa reviewed some of the past activities at the Antelope campus.
 - ★ On Feb 8th we kicked off our reading contest with “Dress as Your Favorite Book Character”
 - ★ Feb 8-27 was our Reading Contest
 - ★ Feb 28th Annual Literacy Night
 - ★ Feb 26th WSU performed a puppet show for the 1st & 2nd graders
 - ★ March 20-22 The Lion King performance
 - ★ 6th graders have been preparing for the Project Based Learning Expo
 - ★ Spring Book Fair and Grand Adults Lunches were both a success
 - ★ Make-A-Wish campaign for Bailey raised \$2,694.07
 - ★ RISE Testing since April 15th and it’s going great.
 - ★ Accreditation Team visited our classrooms on April 29th
 - ★ Upcoming Activities include:
 - ✿ May 14th Choir performing concerts
 - ✿ May 15th our 5th & 6th grade Robotics teams are going to Lagoon to compete in Physics Day
 - ✿ May 21st is Field Day
 - ✿ May 22nd is Kindergarten and 6th grade graduation
 - ★ Informances:
 - ✿ March 8th was the 2nd grader Chinese Informance
 - ✿ March 15th was the 5th graders Informance and Wax Museum
 - ✿ March 28th was the 3rd graders Informance
 - ✿ April 25th was the 4th graders Informance
 - ★ Prior Fun Field Trips
 - ✿ Mosquito Abatement team visited the 5th graders
 - ✿ At the end of March, the ABC4 weather team visited the 4th graders
 - ✿ In April the 1st graders went to SeaQuest Aquarium and 3rd graders went to Thanksgiving Point
 - ✿ On Earth Day (April 22nd) 2nd graders did a walking field trip to clean up the trail by the school
 - ★ This month Field Trips
 - ✿ 2nd graders are going to the Living Planet Aquarium
 - ✿ 1st graders are going to the Dinosaur Park
 - ✿ 5th graders are going to Thanksgiving Point
 - ✿ 4th graders are going to Jensen Park

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- ✿ 6th graders will be ending this year with the Rush Funplex and DARE Day at Lagoon
- ✓ 7-9 – Amber Kulbacki is currently the 8th grade secretary and has been elected as the 2019-20 Student Body President. Members of the student government support the school in many ways. We attend home sporting events, concerts and provide service for the school
 - ★ Sports supported by the SGO's this year include volleyball, girls and boys soccer, boys and girls baseball, basketball and cross country
 - ★ SAA Boys Basketball team won the Championship this year
 - ★ We have baseball and soccer home games tomorrow
 - ★ Performing arts supported by the SGO's this year include one-acts, cabarets, guitar, band, orchestra and choir concerts
 - ★ May 8-10 "The Wiz" musical performance
 - ★ Earlier this year we had a "Ron Run" and Art Auction fundraising for Ron Brown (spaghetti dinner)
 - ★ Make-A-Wish Foundation fundraising opportunity for the SGO's (Dress & Donate Day) and National Jr. Honor Society (M-a-W Car Wash)
 - ★ New this year is the National Jr. Honor Society. We were excited to participate in our first service project. Our fundraiser raised almost \$500.
- North Campus – Caleb Colyer is a 6th grader at the North Campus. He has attended SAA since kindergarten. He loves SAA and it has been a wonderful adventure for him. He is a Student Dragon Leader.
 - ✓ March & April Events
 - ★ Box Tops Contest
 - ★ Irish Dancers Assembly
 - ★ 5th grade Wax Museum
 - ★ The entire school competed in "Penny Wars" to help raise money for Field Day. We collected over \$1,000. 2nd grade collected the most pennies and won a free dress day
 - ★ We had a "Spirit Day" in March with a theme of "Career Day". We dressed as who we wanted to be when we grow up.
 - ★ The Lion King musical performance. We had three sold out performances and could have easily sold out a fourth night.
 - ★ In April, we participated in a Make-a-Wish fundraiser. This dress down day students were allowed to pay \$1 to wear a hat, shirt or pants. We raised \$2,000 for our wish student.
 - ✓ 6th grade Informance was "Dig It!"
 - ✓ Grand Adult Luncheon/Book Fair was held for three days during PTC
 - ✓ April 26th was the Kindergarten Round Up. A cowboy themed event where incoming kindergarteners played games and got to meet their future teacher.

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- ✓ Before school/Afterschool activities at our school this year included orchestra, band, three sessions of Mad Science and Robotics. Robotics Club will be competing in two weeks at Lagoon

➤ **Board of Directors**

- Financial Update – Jerrad Pullum reviewed the statement of financial position. The financial committee has no concerns. We are still in a place where we can save a little bit of money and provide Lex with enough to get what the school needs. The statement of activities is a little bit off but we are still working off of the original budget from the beginning of the year. We will be working on an amended budget to bring to the June meeting. There is nothing that currently stands out.
- WDC Update – Jerrad Pullum updated the board on the current issues with the WDC. They are currently working on the esthetics and have formed a committee. UDOT has reached out to SAA to discuss the widening of Antelope. Jerrad and Lex met with UDOT to discuss the current layout of the interchange at Antelope and WDC. SAA wants to make sure that there is little disturbance to their car pool. UDOT is going back to their engineers to see if they can find a solution. Jerrad will keep the board updated on this.

➤ **Administration**

- Update on Accreditation Visit – Leigh gave an overview of the accreditation visit earlier this week. A team of six came to the Antelope campus. They did classroom visits and talked to different focus groups. They also spoke with students, teachers, leadership team and parents. The second day the team spent most of the day in a room writing reports. It's a five-year process. The school needs to be accredited to be able to give credits to the 9th grade students that are applicable for college. Leigh reviewed the process of accreditation. Their responsibility is coming up with a report with goals, next steps, looking at the school, looking at the data, sharing that with the accreditation team ahead of time and just being prepared to talk about our school. They want to make sure that we understand our school. We did receive feedback from the team on the second day. Most of the feedback was very positive about the school. We did get a couple of items to work on which we felt were process items. Some of the strengths Leigh mentioned were the relationships between the teachers and students, relationship between the community and the school, and positive culture at the school. It is really obvious that kids love being here, teachers do everything they need to do for kids, parents want their kids to go to school here, kids are learning, and kids are getting opportunities. We will be receiving a detailed report in six weeks. At that point, we will expect to know what our next steps will be. Overall a nice experience for the school.
- State of the School – Lex Puffer wanted to thank both Leigh and Krista for all of their work on the accreditation process. He also gave Mary a special thanks for allowing them to come and observe during her accreditation visit. He also thanked the board for all of their support.
 - ✓ Krista and Tim were asked to give an update on testing. Krista stated the SRI testing is complete at both elementary schools. SRI tests the students

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reading comprehension and growth. DIBELS testing for 3rd-6th grades are complete. We are seeing a lot of growth here as well. K-2nd will start testing next week. As far as RISE testing goes, we are rising. Testing on the reading section started right after spring break at the Antelope campus. Since the second week of testing, there have been many roadblocks since it is a new state assessment. These glitches are statewide. However, everyone has been very accommodating with these hiccups. Both Krista and Tim have been very vigilant to make sure that the kids aren't feeling stressed or anxious with the testing. The feeling has been very positive even with the glitches. Tim stated that this new test has better stopping points for each section of the test which makes it easier for the students. Jr high testing starts next week. Leigh reminded the board that the jr. high will be giving two types of tests. 7th and 8th graders will be taking RISE and the 9th graders will be taking Aspire Plus. Lex mentioned to the board that it will be hard to compare the new RISE scores to the SAGE scores.

- ✓ Lex gave an enrollment update. Our current enrollment as of today is 1,760. Our ADM is a little higher than usual so we are above where we should be. We just haven't lost as many students as we typically do. We are working on next year's lottery and hoping to lose some students over the summer.
- ✓ Lex gave an amphitheatre update. We will be putting in a tower for the lights and sounds at the back of the theatre. We currently have an RFP out for this work but we haven't gotten any responses. We are hoping for one soon. All other work is complete. The Jr. high is planning on doing their spring concerts at the amphitheatre.
- ✓ Update on North Campus summer projects. They are on the agenda for approval today.
 - ★ New conference room on the east side of the building on the little field/garden.
 - ★ Bleachers will be put up on the back end of the gym. This should help with the overflow of the gym.
- ✓ Lex reviewed the employee compensation plan for next year as well as additional positions needed.
 - ★ Proposing a 7% increase across the board for hourly employees who do not receive stipend.
 - ★ Proposing a 6% increase for teachers/full-time employees along with a \$50/monthly employee stipend.
 - ★ Looking to hire a 2nd IT specialist (full-time) and a full-time behavior specialist to work at both campuses

➤ Academica West

- Legislative Update – Platte Nielson gave a high-level legislative update. Some of the items that he reviewed in finances were the increase in the WPU by 4%, Teacher and Student Success Act (TSSA), Computer Science Grant Act, and a Teacher Salary Supplement amendment. Platte summarized how the program works and all of the items that will need to be done to in order to receive the money. There was a

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discussion on how TSSA will be used at SAA. Platte added the things that you cannot do with the money. He also summarized some other areas of interest. They were the Charter Trustland Council makeup of the committee now includes grandparents, and school's now have to include some vision screening.

BOARD TRAINING

- Review Board Rules of Order and Procedure – Platte Nielson stated that the state requires boards to adopt a rule of order. This document just explains how the board will vote, field public comment, ensure ethical behavior on the board, civil discourse for people who come to the meeting. It is very consistent of what you already doing now. There is an area that lays out how you will act for public comment. Dawn mentioned that SCSB is in the process of conducting comprehensive reviews for charter schools. SAA doesn't have theirs until 2021. We have three schools that are currently involved with this process and we have been learning things that we need to take care of. USCS office would like to see more of Board Trainings.

Bryan DeGrange made an acknowledgement for the Correction of Incomplete Audio Recording. He stated, "Immediately following our February 7, 2019 board meeting, it came to our attention that the audio file for the retreat portion of our meeting was either corrupted or the recording device malfunctioned or was inadvertently paused. As a result, we are missing the second portion of our meeting's recording. To ensure we maintain an audio recording of our meeting, to the extent possible, I would like to summarize what took place for the record, and approve the meeting minutes. For the record, the first part of our February 7, 2019 meeting was recorded and action was taken on the consent items, the Extended-Curricular Travel Activities Policy; the 2019-2020 School Calendar; and the amended Title I Comparability of Services Policy. There was a motion to break for dinner, when we reconvened, the recording device malfunctioned and did not record the second half of our meeting which was the retreat portion of the meeting. The retreat was filled with informative information presented by our administration regarding the school. We also had a team building activity and reviewed calendar items. There was no other action taken place during this time."

Nate Schow made a motion to approve the CONSENT ITEMS. Mary Johnston seconded the motion. Motion passed unanimously.

- Ratify New Hires
 - Piper Baker – SpEd Assistant
 - Tracy Reynolds – JH SpEd Teacher
- Approve February 7, 2019 Board Meeting Minutes – with the acknowledgement
- Approve March 21, 2019 Electronic Board Meeting Minutes

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

- Discuss and Vote on Board Rules of Order and Procedure – There was not further discussion since Platte already reviewed this earlier under board training.
- Discuss and Vote on Targeted Support and Improvement Plan [TSI] – Lex Puffer stated that the Every Student Succeeds Act [ESSA] model states that if the model of the students it

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will. He stated that there is a law that states if there is an underperforming student group, then you have to come up with a targeted support and improvement plan for those students and have it approved by the board. The Antelope campus was identified as having African American students in a major racial and ethnic group who are underperforming grades 4-9. Lex worked with Krista to put together a plan with steps and goals.

- *Discuss and Vote on Amended Sex Education Instruction Policy* – Lex Puffer stated that the school does not provide sex education instruction in the school. The maturation program has been provided through the POEC. Next year Lex is going to put this information online as Mary suggested. The change states that the School will follow Utah law regarding the review, approval, and presentation of sex education instruction or other instructional programs if the School elects to provide such instruction or programs to its students.
- *Discuss and Vote to Award Contract for Design-Build Construction Services* – Lex Puffer stated that they did an RFP for the construction of the conference room discussed in Lex's "State of the School". They only received one bid from OneWest Construction. The bid came back at \$118k. SAA's evaluation committee evaluated and scored One West Construction's proposal and determined that it meets the requirements of the RFP, that the pricing and terms in the proposal are reasonable, and that it would be in the best interest of SAA to award the construction contract to One West Construction. Lex is recommending Board award the contract for the design and construction of a conference room addition at the North Campus to One West Construction, subject to the cost of the project not exceeding \$150,000.
- *Discuss and Vote on Summer Purchasing Plan* – Lex Puffer reviewed the summer purchasing plan. These funds will be used from July 1st through June 30th. The areas that Lex covered were general supplies, technology, curriculum, library supplies, equipment, new construction, furniture and fixtures, repairs and maintenance and SpEd curriculum, supplies and technology. Lex is recommending the board approve the summer purchasing plan not to exceed \$1,470,000.
- *Discuss and Vote on Audit Engagement Letters* – Jerrad Pullum stated every year there is a requirement to hire an auditor to review our books. We have gone with Eide Bailly for years. They work well with us and Academica West. We are required to approve the engagement letters. Jerrad is recommending to approve the engagement of services provided by Eide Bailly for the year ending June 30, 2019 and allow the Board President to sign on behalf of the school.

Jerrad Pullum made a motion to approve the Board Rules of Order and Procedure; approve the Targeted Support and Improvement Plan (TSI) for 2019-20; approve the amended Sex Education Instruction Policy; approve the award the contract for the design and construction of a conference room addition at the North Campus to One West Construction, subject to the cost of the project not exceeding \$150,000 and that the Board authorize Lex Puffer to sign, on behalf of SAA, the construction contract between SAA and One West Construction when the contract is finalized, with the contract amount not to exceed \$150,000; approve the summer purchasing plan not to exceed \$1,470,000; approve the engagement of services provided by Eide Bailly for

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the year ending June 30, 2019 and allow the Board President to sign on behalf of the school. Nate Schow seconded the motion. Motion passed unanimously.

OTHER BUSINESS ITEMS (Items for Discussion Only)

- Calendaring Items – ALL
 - June Pre-Board Meeting – May 30th
 - Annual Board Meeting & Retreat – June 21st
 - Electronic Meeting – June 27th (if needed)
- Lex asked if there are any board members would like to attend the UAPCS conference on June 12-13

7:01 PM – Nate Schow made a motion to enter into a CLOSED SESSION to discuss an individual’s character, professional competence, or physical or mental health pursuant to Utah Code 52-4-205(1)(a) in the North Campus library. Mary Johnston seconded the motion. The votes were as follows:

Jerrad Pullum – Aye

Nate Schow – Aye

Bryan DeGrange – Aye

Mary Johnston – Aye

Rene Dreiling – Aye

Motion passed unanimously.

7:09 PM – Rene Dreiling made a motion to exit the CLOSED SESSION and ADJOURN. Mary Johnston seconded the motion. Motion passed unanimously.

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