



**BOARD OF DIRECTOR'S
MEETING MINUTES
Friday, January 22, 2010**

BOARD MEMBERS PRESENT: Tiffini Adams, Catherine Cargill, Peter Christie, Deborah Feder, Jim Harris, Lisa Jensen, Tamara Prince, Vicky Thomsen, Mary Tull

STAFF MEMBERS PRESENT: Shellee Getts, Michelle Roper, Amy Wadsworth, Daphne Williams

EXCUSED: Katie Andrews, Greta deJong, Robert Dick

Harris called the regularly scheduled meeting of the Board of Directors of the Salt Lake Arts Academy to order. Harris called for approval of the meeting minutes from November 20, 2009.

Cargill requested that at the end of each section there is an action and outcome listed for quick review. Adams stated that Association of Accredited Schools should be changed to the correct title of Northwest Association of Accredited Schools.

Action: Approve Board meeting minutes from November 20, 2009

Outcome: Cargill motioned and Adams seconded with the changes noted above. All Approved

GOVERNANCE:

Harris introduced the new Board Members; Mary Tull, Vicky Thomsen & Peter Christie. Harris stated that there was training last week for the new Board Members to bring them up to speed.

No action required

FINANCE:

• **New facility & Increasing Student Size**

Wadsworth stated that it is anticipated to be in a solid place financially by mid-year. Finance Committee recommended that the Board to start looking for ways to save money towards the down payment of a new facility. The goal would be \$100k a year towards a new facility. The current lease ends in 6 years which gives us time to secure the funds. Part of the recommendation is that what is left over from this year as of June 29th will go into the long term savings. Wadsworth stated the school is chartered for 300 students and feels we can go to 300 next year which with those extra students would bring us \$160K extra income. The current ratio is 1 teacher to every 17 students. With 300 students the ratio would be 1:19. Wadsworth felt that a motion to approve the additional students would be required. Prince asked how that would affect the Language Arts or math. Wadsworth would like to increase those sections and with eliminating the SOAR class next year, those teachers would come back to teach another humanities class. Each grade would have 75 students. Cargill asked what the expenses per student are and would our expenses increase? Wadsworth stated the school cost would not increase. Cargill asked if a pro/con study could be done. Wadsworth stated that the Academic Excellence

Committee could look at it to see if it makes sense. Cargill asked how the staff felt about it. Wadsworth stated that staff input would be needed. Feder asked if more staff would be needed or would the teacher have less prep time? Wadsworth didn't feel that more staff would be needed. Wadsworth stated that the item could be tabled for further discussion at the February Board Meeting so that Faculty & Academic Excellence Committee's input is included in the discussion. Harris asked if the Board needed to approve or can Wadsworth make that decision on her own. Wadsworth stated that it helps to developing things collaboratively. Christie asked how the decision was made to increase to 300. Wadsworth stated that with less than 300 we have not had any money left over. Cargill stated that originally it was due to the size of the building which is why we stayed small. Now, we can expand with having more room. Wadsworth stated that if we just stayed in the current building then we would keep it small but with projecting at owning a building we would need more money. Cargill stated that we would benefit from the federal money as well as parent participation. Tull asked how the school would benefit with stimulus money by having more students. Wadsworth stated that if Utah received "Race to the Top" money, our benefit would be about \$60k. Tull asked if the \$60K restricted to anything specific. Wadsworth stated that usually state money is very controlled and goes towards low income children first. Adams asked if the school receives Title One money. Wadsworth stated it's about \$6K. Adams asked if the Special Education (IDEA) money can roll over. Wadsworth stated maybe some of it can carry over but not much. Cargill stated that the Board could agree to review the increase in students and approve at the next Board Meeting. Wadsworth is good to present at the next Board meeting and then have a motion to approve. Harris is concerned with class size and how teachers will react. Thomsen asked if the teachers have had any input. Wadsworth stated that she will review with the teachers at the next faculty meeting. Adams asked if the field trips can accommodate the 300 number. Wadsworth stated it would not be a problem. Christie stated that venues are losing student patrons because there are no buses to get them there. Harris recommended that the item is taken to the Academic Excellence Committee & faculty then come back to the Board for approval in February. Feder asked what if the teachers don't react well. Wadsworth stated that talking about benefits and not cutting staff would be an incentive. Wadsworth stated that instead of having a core teacher taking students out for PE, we could hire an hourly staff to conduct PE while the core teacher has a class at school. Wadsworth asked if there should be a motion to start stock piling. Cargill stated that she will review it at the budget meeting for the Board.

Action: Increase student size from 270 to 300 for 2010-2011 school year & stockpile extra money for a new facility in 5-6 years.

Outcome: Yet to be determined

Action still required: Wadsworth will take the concept of increasing student size from 270 to 300 for next school year to the Academic Excellence Committee and faculty and bring feedback to the Board in February. Cargill will discuss stockpiling money to secure a new facility with the Budget Committee.

- **Communication**

Wadsworth stated that we are more connected now than we have been in the past. What is your sense as a Board of the communication processes and do you feel connected? Feder stated that is was supposed to be a part of the evaluation process. Tamara stated that she feels much more connected in a shared governance sense. Williams asked if the Board agenda and minutes should be posted on the website and on the front door. Cargill stated she didn't feel it was necessary but a notice could be posted stating that if anyone would like to see the minutes they could come into the Administrative offices to view or post them on the bulletin board. Christie asked if someone could research on what the proper policy is. Williams stated she would look into it. Getts stated that she will confirm with Squire as to what is required. Wadsworth stated that it will go to subcommittee.

Action: Effective communication process to the Board

Communication Outcome: Motion to approve by Adams and Prince seconded. All approved.

Action still required: Williams & Getts will determine where meeting minutes should be posted; Wadsworth will take to subcommittee for review and update Board at February meeting.

- **Financial Conditions & Activities**

Wadsworth stated that the Financial Conditions & Activities basically states that we are following the letter of the law and haven't gone out and spent money on anything outside the budget guidelines. Cargill asked about a statement from the Squire Audit with regards to being off budget by \$150,000. Adams stated that Andrews had recommended that this money be moved to the balance sheet. Getts stated that the money has been moved and properly accounted for per the recommendation from Squire. Getts stated that the books are audited once a year, usually in August. Cargill stated that it would be nice if Squire would reflect on the audit that we took their recommendation and changed our practices. Wadsworth stated that the carry over money will no longer be added into the budget. Getts stated that to use any of the carryover money not included in the budget, a discussion with the Board would need to happen with a vote and approval for use of those funds.

Action: Board approval that school is operating within the budget guidelines.

Financial Conditions & Activities/Planning & Budget Reporting Outcome: Motion to approve by Jensen and Cargill seconded. All approved.

Action still required: Harris stated that he and Adams will report back to the Board of their financial training.

FACILITIES:

Feder stated that the Facility Committee discussed what districts plans are for vacating any buildings in the school district. Banyon is full, using for office space and not an option at this time. Washington has an empty wing. Feder stated that a meeting should be set up with the superintendent about any interest of school district property and to keep us in mind for future opportunities. Wadsworth stated that since we are looking 5 years out that there might be many more opportunities. Christie asked if there is any discussion to build onto current sites. The district would own the property and we would have a long term lease. Prince stated that next to West there is a large piece of land next to West High. It would be a good idea to ask about and look into that property. Feder stated that there would be a lot of

competition for that land. Feder stated that the next Facility meeting will be in February, date yet to be determined. Feder stated that our current lease stated that we have to pay the property tax but if we get a district space we would not have to pay. Williams asked if anyone thought about pursuing an exemption for the property tax because we are non profit. Getts stated that the application can't be submitted until June or July of 2010.

No action required

ACADEMIC EXCELLENCE:

Adams requested that the conversation be tabled to gather more data from the next Academic Excellence meeting on February 8, 2010 at 4:00pm.

No action required

UPCOMING MEETINGS:

- Development Meeting is the 1st Friday of month at 8:30am, next meeting on 2/5/10
- Finance Committee is 2/3/10
- Board meeting is 2/19/10 – Harris will be absent due to Tetons trip with the 8th graders. Getts asked if there was a President Elect. Harris stated that there is not and should be discussed at the next Board meeting. Harris will talk to Andrews about running the February Board meeting.

Meeting minutes typed & distributed by: Michelle Roper, School Administrative Assistant