SALT LAKE ARTS ACADEMY

Governing Board Meeting Pending Minutes

November 18, 2022 at 3 p.m.

Board Members Present	Board Members Excused
Abby Rizk	Kelly Goff
Anneliese Booher	Leanne Hawken
Dave Johnson	
Greg Ostrander	**Staff Present**
Jennie Stacey	Deborah Candler
John Bakken	Jen Burrow-Sanchez
Julie Bartel	Jen Guillory
Julie Livers	Katy Andrews
Lon Huntsman	
Meg Orsini	**Board Alumnus**
Rob Scott	Jim Kreeck

1. Welcome.

Chair Julie Bartel welcomed all to the meeting.

2. Introductions.

Katy Andrews suggested the Board Members introduce themselves, in view of a handful of new members.

3. Approval of Minutes from September 9, 2022 and Change to the Agenda.

Julie Bartel presented the September 9, 2022 Minutes for approval. Julie Livers moved to approve them, and Meg Orsini seconded that Motion. The September 9 minutes were unanimously approved.

Lon Huntsman moved to shift the Principal's Report to later in the meeting. Meg seconded that Motion, and it was approved unanimously.

4. Finance Update.

John Bakken presented in Moni Schwaertzler's absence. The audit is done. A letter to the Board had identified some risks, but the auditors were not concerned about the risks. The reporting was up to date. The elevator issue was addressed at a reasonable cost. Sprinklers and plowing are taken care of and Moni is handling a billing issue with the copier company.

The bond interest payment has been done. Balance sheets are up to date through October. Some discussion ensued about student and teacher support categories, and if Zion's Bank has corrected a timing error in payments. Moni has been working on it.

5. Annual Campaign and Admissions Report.

Katy reported that mailings are out and the campaign is underway, with the goal of $70,000. All Board members should give something by the day after Thanksgiving to fulfill a commitment we make to the Sorensen Foundation.

Katy reported the admissions lottery opened in October. There have been 86 applications: 1) 57 for 5th grade, 2) 9 for 6th, 3) 7 for 7th, and 4) 3 for 8th. There is a goal of filling the 5th grade. Jen Guillory is compiling admissions and acceptance data going back several years. Applications are trending up, following a drop in COVID. But there has been some attrition from acceptances over the summer. Jen is optimistic we will fill up, based on past evidence. Katy distributed informational postcards to distribute.

6. Principal's Report.

Deborah Candler reported on several issues:

- **RISE Testing/School Report Card.** We were above the District in all areas. We may be the highest-performing middle school. And the scores were higher than the year before.

- **Asynchronous Day Professional Development.** We added the same asynchronous days that Salt Lake District has, and are utilizing time to do professional development, including on trauma and social-emotional learning with two professionals. There are focuses on: 1) social connections and knowing something about every child, because when children feel disconnected, learning is much more challenging; and 2) protecting teachers and staff from feeling burned out. The next big professional development day will be February 17 and there will be coffee and breakfast for the teachers. Katy noted it is exciting to be able to refocus on instructional issues after years of 'survival mode' with a new building and COVID.

7. **Governance Committee Report.**

Katy initiated discussion on a number of Governance issues:

- State Charter School Board now has one place where they list required policies. Anneliese Booher has volunteered to help in reviewing the list and working on policies we need. Anneliese, Deb, and Katy plan to meet to discuss the subject.

- Deb noted the Mayor's office has an Educational Liaison who has been reaching out to make sure we get resources. And, we may work with them on a program that can quickly alert the police in an emergency.

- A schoolwide survey was administered in 2018, along with parent focus groups. It's time for another survey. Katy would like to form an ad hoc committee to help with it, to administer early in the new year. Julie Bartel, Julie Livers, Meg, and Abby Rizk volunteered.

- We will be hiring a replacement for Moni to be the new Business Manager. Lon led a discussion on the steps needed to take to hire, including figuring out all the things Moni does—including HR. She has started shifting some building maintenance tasks to Marcos. Jim Kreeck noted it is a challenging hiring market, and encouraged the Board to think of people who might be encouraged to apply so we can conduct a broad, careful search. A discussion of the timeline for hiring ensued. It may be ideal to have a new hire in place by May. A committee comprised of Lon, Jim, Jennie, John, and Dave Johnson, will begin the work putting together a job description and other next steps.

8. Upcoming Meetings.

Katy inquired if the Board would like to have a Winter Social, and who might host it. Kelly Goff's home was volunteered in her absence. Julie Livers will check with her. Lon will be a backup.

9. Adjournment.

Meg moved to adjourn the meeting. Greg Ostrander seconded the Motion, which then passed unanimously.