

DaVinci Academy of the Sciences and Arts
Board of Directors
BOARD MEETING MINUTES
2033 Grant Avenue Ogden, Utah 84401
801.409.0700
davinciacademy.org

Agenda/Minutes

Meeting Name: DASA Governing Board Meeting
Time keeper: Terryl Miller
Scribe: Terryl Miller – Secretary
Facilitator: Paula Dugan – President
Date: Wednesday, March 12, 2008
Time: 5:30 PM to 7:30 PM (Open Session)
7:30 PM to 8:00 PM (Closed Session)
Location: 2033 Grant Avenue, Ogden, UT 84401

Invitees/Attendees * in attendance, # absent, & excused (may call in)

*	Paula Dugan, (PD)	#	Iain Hueton (IH)
*	Eric Amsel (EA)	*	Mark DeCaria
*	Terryl Miller (TM)	*	Adam Johnston (AJ)
*	Carl Porter (CP)	*	Eric Matheson

Meeting Ground Rules

- ⌚ Be on Time
- ☺ Everyone is equal
- ⊗ One Conversation at a time
- ☺ Respect the views of others
- ☺ Keep the discussion relevant

Agenda

Item No.	Subject	Presenter	Time
1.	Quorum Call and Welcome of Guests, Approval of Minutes from Last Board Meeting	Paula Dugan	3 Min
2.	Introduction and Agenda Review	Terryl Miller	3 Min
3.	Student Government Report	Student Government	10 Min
4.	PTSO Report	PTSO Presidency	5 Min
5.	Technology Report	Garen Kidd	5 Min
6.	Ombudsman	Maria Schwarz	__ Min
7.	Open Student Comment		30 Min Max

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Item No.	Subject	Presenter	Time
8.	Open Public Comment		30 Min Max
9.	President's Report	Paula Dugan	10 Min
10.	Director Report Electrical Upgrade for building	Jessie Kidd	15 Min
11.	Old Business – Action Items	Terryl Miller	5 Min
12.	New Business Committee Reports	Each Board Member	5 Min/each
13.	Adjournment from open session to closed session		
14.	Closed Session		30 Min

Minutes

Agenda Item No.	Main Points, Conclusions/Discussions, Decisions, Next Steps
1	Quorum is called. After a minor change in wording on page 4 under PR and Marketing, “1100 cards went” not “cars when” is changed, then Mark motioned to approve the minutes and Terryl seconded them. All were in favor, none were opposed.
2	Terryl introduced the agenda.
3	Student Government Report: Stirling Miller, Jr. Senator and Tiffany Vlahos, Sr. Senator: They discussed that next week is Go Green Week and Penny Wars are also starting next week. They have movie night this Friday. Other things they advised the board on are: The last week in April will be student government elections. They are working on the process right now so that it will flow smoothly. They have a new Student Government advisor, Mrs. Celia Larsen They are still working on the constitution because they have found some inconsistencies that they would like to correct. They informed the board that the President of the Student Counsel, Jackson Carter, has created rules for students who do not go to DaVinci to sign to come to activities such as dances. Paula asked them if they are aware that our recruitment deadline has moved up. Tiffany responded yes. Paula asked them what they could or are doing to help with this. Stirling responded that during Spring Break the student government is visiting other schools to recruit. They also have a new announcement system. This is trying to keep the current students informed and also they are trying to encourage the students to recruit their friends to the school.
4	PTSO Report: Larry Freeze: The PTSO has purchased 35 cases of paper for the school along with dry erase pens. They are in the process of purchasing lights for the dances. They are helping the drama department with making a stage. Elaine McEvoy purchased a popcorn popper for the

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	<p>school. Friday they brought a used industrial kitchen stove and they are in the process of cleaning it up. It is a Wolf 6 burner with griddle and oven. They are looking for a 20 quart mixer for the kitchen as well. They were going to do ceiling fans but the electrician said they were not needed. Friday is Movie Night and there will be popcorn and hot dogs and it is \$3 per person to get in. On May 3rd they are planning another marathon for the school. He informed the board that there are about 5 people who are really running the PTSO right now and they are hoping to get more involved.</p> <p>Paula asked if they are getting support from other parents when they actually contact them? Sometimes people are willing to help for one particular thing but don't want to be involved in the PTSO all the time.</p> <p>Larry said yes, that most people they contact are willing to help. He also informed the board that they have about \$3 or \$4,000 in the bank and he asked if we had anything that we wanted for the school, and if we did to please let them know.</p>
9	<p>President's Report: Paula D: She appreciates everyone visiting the board portal and utilizing it. We need to move our recruiting schedule up as the count is due by March 31st but the report is not due until October. We must get our enrollment up. She reminded everyone of our fundraiser on March 29th. We need the support of the board members and we need them to promote it and to get auction items. We do have some nice art coming and also a helicopter ride as well.</p> <p>Paula informed the board that Helen Wecker has resigned as treasurer and has also resigned from the board. We are now 8 board members as Michael is on leave. We can have up to 12. If you know of someone who would like to join the board, please encourage them to apply.</p>
10	<p>Director's Report: Jessie Kidd turned some time to Jen Thompson who spoke about the Sr. Projects and that 25 seniors are working on their projects right now. They need help in finding a third person for a mentor to listen to their project and help them. They have an English Teacher, another teacher and they need a third person to help as a mentor to validate their work. It will take about a total of 2 hours. 10-15 minutes three times and then ½ hour at the end. Please forward any suggestions for these to Jen Thompson. Jessie thanked Jen and let the board know that she is really excited about this.</p> <p>Before Jessie began, Eric A. asked how the teachers were behaving this year. One of the concerns is that last year some of the faculty had some problems toward the end of the year. Are we taking steps to stop that from happening since only a handful went out of their way to undermine things last year. Jessie replied yes, that she is already completing the teacher evaluations and starting to extend teacher agreements for next year. She feels things are going very well.</p> <p>Spring break is coming up April 5 to the 13th. There will be Saturday School on March 22 and a citizenship credit make-up class that will be scheduled soon as well. The open house schedule is the 2nd Wednesday of each month. We have 244 students right now. Please recruit, recruit, recruit.</p> <p>Jessie asked the board to please give her the policies that the board puts together that will help her do her job. Jeannie from the State will e-mail a breakdown of all the policies that we should have and need to work on.</p> <p>Eric A then asked what Jessie's position on academic freedom for the faculty is to allow them to apply their own spin to their classes? He also asked if it would be appropriate for the board to evaluate and set a range of rules?</p> <p>Jessie replied that no, that should be her job. The assessment policy will help in setting those restrictions and freedoms with the faculty. Jessie will put the assessment policy on the portal and it will be placed on the agenda for next time to vote on it.</p>

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	<p>Jessie informed the board that she hired a new business manager. She started March 24th and her name is Debbie Stark. She has worked with the YCC and is very knowledgeable about fund raising and working with a non-profit. Alexis is having her baby July 1st and is training Debbie now. The first three months will be a steep learning curve. Alexis' contract is finished at the end of this school year.</p> <p>Jessie then asked the board to approve an electrical upgrade. We need more juice for the kitchen, for the engineering lab and for the art department. Mark motioned to approve the electrical upgrade, Adam seconded it and all were in favor, none were opposed.</p> <p>Jessie then introduced the Catastrophic Leave Sharing Policy. A discussion was had about the importance of having a policy for this. It was decided that there would not be a cap on how much time could be donated in to the fund in total but that we needed to look at it for a year and then review that part of the policy in a year. Mark moved to approve the policy and Eric M. seconded. The only comment was that a blank needed to be inserted instead of Jessie's name. All were in favor, none were opposed.</p> <p>Jessie then reminded the board that she had e-mailed them the legislature update.</p>
11	No old business.
12	<p><u>New Business:</u> Michael B: PR and Marketing: 800 flyers were sent out for the benefit. The entertainment has been solidified. There will be a 3-piece ensemble at the front as well as a guitarist in the back by the auction items. Our students will perform with orchestra, choir and the English Department as well as McKenna Miller will be performing Broadway songs.</p> <p>They have looked in to what it would take to have a PayPal account. It is \$15 initially and then 1-1/2% when it is used. There is no monthly fee. Eric M proposed to amend the agenda to add an agenda item to approve the Paypal Account. Adam seconded it and all were in favor, none were opposed. Eric M motioned to establish a PayPal account that is tied to the Foundation Account. Terryl seconded the motion. All were in favor, none were opposed.</p> <p>Michel then talked about recruitment and how well it is going. They have had two batches of testing and have about 40 new freshman signed up.</p> <p>Personnel & Policy: Terryl: Jessie is in the middle of doing the new agreements for next year. She will be signing them not the board. We are working on policies.</p> <p>Strategic Planning: Eric A: We are in the process of submitted the revised charter. Their next meeting is next Thursday.</p> <p>Curriculum Committee: Adam J.: I have nothing today.</p>
13	<u>Adjournment:</u> Terryl motioned to close the open session and adjourn to a closed session. Mark seconded this. All were in favor.
14	<u>Close Session:</u> Completed
15	Mark motioned to move from closed back to open session, Terryl Seconded it. All were in favor, none were opposed. He then he motioned for the board meeting to be adjourned. Terryl seconded it. All were in favor. None were opposed.

Action Items

Item No.	Open Date	Description	Assigned To	Target Date	Date Closed
AI-1	3-12-08	Place assessment policy on board portal for board members to review.	Jessie Kidd	4-1-08	

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Item No.	Open Date	Description	Assigned To	Target Date	Date Closed
AI-2					
AI-3					
AI-4					
AI-5					

Decision Log

Date	Decision/Description	Pass/Failed

Next Meeting Agenda Topics

Item No.	Subject	Presenter	Time
1.			
2.			
3.			
4.			
5.			
6.			
7.			

PUBLIC INFORMATION:

In compliance with the Utah Open and Public Meetings Act, not less than 24 hours' public notice of the agenda, date, time and place of each of its meetings will be given by:

- a) Posting written notice at the principal office, or at the building where the meeting is to be held;
- b) Providing notice to the Standard Examiner, the newspaper with general circulation within the geographic jurisdiction of the public body, or to a local media correspondent.
- c) Providing notice on the web site for DaVinci Academy, when operational.

In compliance with the Americans with Disabilities Act, persons needing assistance or auxiliary services for these meetings should call the DASA office giving at least three working days notice.