

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, August 13, 2008
Time: 5:30 PM to 8:00 PM (Open Session)
8:00 PM to 9:30 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 (MD) |
| * | Terryl Miller (TM) | # | Adam Johnston (AJ) |
| # | Carl Porter (CP) | * | Eric Matheson (EM) |
| * | Steve Reaves (SR) | | |
| | | | |

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 the Last Board Meeting | Paula Dugan | 2 Min |
| 2. | Introduction and Agenda Review Presenting of Potential New Board Member, Stanton Taylor | Terryl Miller Steve Reaves | 3 Min 5 Min |
| 3. | Student Government Report | Student Government | 15 Min |
| 4. | PTSO Report | PTSO Presidency | 5 Min |
| 5. | Technology Report | Garen Kidd | 5 Min |
| 6. | Ombudsman | Maria Schwarz | __ Min |

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|----------|---|-------------------|---------------|
| 7. | Open Public Comment | | 30 Min Max |
| 8. | Open Student Comment | | 30 Min Max |
| 9. | Finance Report | Debbie Stark | 10 Min |
| 10. | Director Report Assessment Policy | Jessie Kidd | 30 Min |
| 11. | President's Report Report on Special Ed Law Conference Report on Board Off Site | Paula Dugan | 30 Min |
| 12. | Old Business – Action Items | Terryl Miller | 5 Min |
| 13. | New Business Committee Reports | Each Board Member | 30 Min |
| 14. | Board Familiarization Training on Special Ed Law | Lisa Arbogast | 60 Min |
| 15. | Adjournment from open board meeting to closed | Paula Dugan | |
| 16. | Closed Session Personnel Issue Building Finance Issue | Paula Dugan | 120 Min |

Minutes

| Agenda Item No. | Main Points, Conclusions/Discussions, Decisions, Next Steps |
|-----------------|---|
| 1 | Quorum called at 5:38. Steve motioned to approve the minutes and Eric M. seconded the motion. All were in favor, none were opposed. |
| 2 | Terryl introduced the agenda. Steve Reaves introduced Judge Stanton Taylor as a candidate for the school board. He talked to the fact that he has known him for quite a while and that he feels he would be an asset to the board. Mark spoke up and agreed. Judge Taylor stated that he loves education. He is retired from the bench now and would like to be involved. He is Carolyn Taylors father-in-law and when asked if he felt there was a conflict of interest and he feels he has had extensive training and he does not see any problem. There was no other discussion. Steve motioned to approve Judge Taylor as a board member. Eric M. seconded it. All were in favor, none were opposed. He was invited to join the board. |
| 3 | No report. |

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| 4 | No report. |
| 5 | No report. |
| 6 | No report. |
| 7 | No report other than Wes Richardson introduced himself to the board as a new teacher. |
| 8 | No report. |
| 9 | No report. |
| 10 | <p>Director's Report: Jessie Kidd: She reported on hiring Jenn Thompson as curriculum director. Carolyn Taylor is the Assessment Director and has been for 4 years. We currently have 260 students in the computer. 20 additional students need to be enrolled in the computer and they have handed 15 packets out. We may get to 325, which is the high we can go to. She extended an employment agreement to Linda Cavazini for the registrar position to help with the counseling department as well as internships and project based learning. She reported that Marvin and Bridget attended the Spec. Ed. Law Conference and also the staff went through RTI training today which stands for Respond to Intervention. She reported on attending the National Charter School Conference with the curriculum director. Her goal next year is to take as many teachers as possible to it since she feels it is of great benefit. She is still looking for a PT English teacher. She turned the time over to Carolyn Taylor who brought the new Assessment Policy forward to be introduced and voted on. The last time it was approved was in 2002. She went through the policy (please refer to the DASA Assessment Policy). The changes proposed were: using PD time to train teachers; we need to provide evidence on our curriculum to capture data. Paula asked if that will transfer in to quantitative data? Carolyn replied that we will get some using the Achieve 3000 computer system. By the end of this year we will be able to see if this works. Eric A: The first thing we gain from this is early intervention though, right? Carolyn: Yes. Paula asked if we can charge for the making up of Citizenship credit? Jessie replied that yes we can as we have to pay someone to be there when they make it up. Terryll also said that every School District does it so we should be fine. Iain asked how we are doing with communication with home? Carolyn replied that we are working on that. We do have everything in SIS so everything is in compliance with the laws. Parents or guardians can go on SIS to check status of students. Iain then asked what we do if the parent is not involved? Carolyn replied that we then work with the students themselves. Eric: Do you feel like you are making parental contact with parents of kids in trouble? Eric: The goal is to let parents know before the final two weeks right? Carolyn replied yes. Jessie then stated that Saturday school is earning a reputation for caring to help the students and parents are realizing this. Paula asked if there is anything that is drastically changed. Carolyn replied that we have changed the grading standards. Jessie replied that there are less credits to graduate due to less classes being offered. We are requiring art history, Jr. Seminar, Sr. Capstone and Internship. Paula asked the board if they had any other questions. Terryll motioned to approve this policy with the addition of the internship. Iain seconded the motion. There was no final discussion. All were in favor, none were opposed.</p> |

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| | <p>Jessie then turned the time over to Jenn Thompson to bring a new Curriculum Policy forward. She informed the board that with is something we are implementing that is new. We have not had this policy before. There are five sections. 1) Course Requirements; 2) Art/Science/Technology Integration; 3) Critical Thinking; 4) College Prep – going above and beyond; and 5) Project Based Learning. (Please refer to the DASA Curriculum Policy)</p> <p>Discussion was had in regards to the policy. Terryl made the comment that when you make it a policy, then it needs to be enforced. Eric A stated that “I think there is a lot of value in the process. You have a model and you are making it clear how to implement it. Terrific! Does this have to be a policy though? Discussion was had and it was agreed that yes, there needs to be a policy but the document delivery system and three parts of the project should be left up to the Executive Director and Curriculum Director to work out and change if necessary but do not need to be part of the policy. Steve motion to approve this policy without the document delivery and three parts of a project as well as the bibliography section. Iain seconded it. Paula asked for further questions. Stanton stated that he would be reluctant to set things in concrete but did agree with the separation of the last part. It was discussed that policy is a living document and can change as needed but hopefully not too often. Paula then called the question and all were in favor of approving the policy with the separation of the implementation of the policy, none were opposed.</p> |
| 11 | <p><u>President’s Report: Paula Dugan:</u> She reported on the Spec. Ed. Law Conf. that she and Eric Amsel attended. She stated that we were asked to provide training to our staff. Two staff members attended this conference and the board was asked to as well. She summarized it that we are responsible to follow the law and insure that we are not violating it. Lisa Arbogast with the State also spoke. This was a two day conference that discussed current political movements in special ed as well. Bottom line from a board members view, there is a lot of complexity in the law and FAPE. There are important procedural safeguards to get the child what they need. We do have to have by the end of next year a bullying policy in place. Eric: The most important thing is “how do you avoid a lawsuit?” We have to have a very thoughtful approach to dealing with the IEPs and dealing with these students with due diligence. This is being worked on by the Special Ed. Department and the Special Ed Policies will be presented at next month’s board meeting.</p> |
| 12 | <p><u>No old business</u></p> |
| 13 | <p><u>New Business:</u> Paula thanked Lisa for coming and training the board. She stated that she is working on an orientation packet with job descriptions for the board. She will have board committees and descriptions for the board at the next meeting. She expressed her appreciation for those who attended the board off site. She asked for the date for the next strategic planning meeting and it is August 19th at 3:30. Terryl will post this on the web site, the portal and contact Yvonne Cruz with the PTSO to get the word out. She stated that she did not want to do a State of the School address until we have a straw man strategic plan. Back to school night is August 20th from 5-7PM. The next board meeting is September 17th at 5:30 PM. Also, the City Council recognized DaVinci as Charter School of the Year. Eric Matheson then submitted his resignation from the board. Paula read his resignation letter (see attached).</p> <p><u>Personnel Committee: Terryl:</u> I will be bringing a bunch of policies to the next meeting, please review them on the portal.</p> <p><u>Internship & Mentoring: Iain:</u> US First Organization – sports and science contest, working hand in hand with Weber High School with this. We need to send 3 or 4 students to participate</p> |

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| | with them. It would be best if they were younger freshman and sophomores to be in the program for 3 years. |
| 14 | <p>Board Training: Lisa Arbogast: Lisa stood and thanked Paula for her words and stated that she was pleased with what she said. She then stated that the state is there to help ensure the school's success as it pertains to special ed students. A long discussion and question and answer session was had. She talked to the fact that it is now more difficult for a student to say a violation is a manifestation of their disability. If it is, then it needs to be addressed though their IEP or behavioral plan. It is illegal to expel any IEP student.</p> <p>Eric M asked if that is federal or state law?</p> <p>Lisa replied that it is federal law.</p> <p>Eric M: The requirement for the LEA must accommodate whomever, is that a federal law?</p> <p>Lisa replied that it is federal law.</p> <p>There is required re-testing every three years for the IEP. The student and family can choose to do it more often. This will work if you use great communication between all parties.</p> |
| 15 | Paula thanked Lisa again. Terryl motioned to adjourn to closed session. This was seconded by Steve. All were in favor, none were opposed. |
| 16 | Closed Session |
| 17 | Back in open session from closed. Terryl motion to adjourn. Steve seconded the motion. All were in favor, none were opposed. |

Action Items

| Item No. | Open Date | Description | Assigned To | Target Date | Date Closed |
|----------|-----------|-------------|-------------|-------------|-------------|
| AI-1 | | | | | |
| AI-2 | | | | | |
| AI-3 | | | | | |
| AI-4 | | | | | |
| AI-5 | | | | | |

Decision Log

| Date | Decision/Description | Pass/Failed |
|------|----------------------|-------------|
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Next Meeting Agenda Topics

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|----------|---------|-----------|------|
| 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.