

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, October 24, 2007
Time: 5:30 PM to 7:00 PM (Open Session)
7:00 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)	*	Michael Burton
#&	Terryl Miller (TM)	*	Adam Johnston (AJ)
#&	Helen Wecker (HW)	*	Eric Matheson
		*	Mark DeCaria

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	Paula Dugan	2 Min
2.	Introduction and Agenda Review	Paula Dugan	3 Min
3.	Student Government Report Constitution (for vote by the board)	Student Government	20 Min
4.	PTSO Report	PTSO Presidency	5 Min
5.	Technology Report	Garen Kidd	5 Min
6.	Ombudsman	Maria Schwarz	__ Min

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Item No.	Subject	Presenter	Time
7.	Open Student Comment		30 Min Max
8.	Open Public Comment		30 Min Max
9.	Financial Report Vote on Revised Financial Policy & Procedure	Shanell Stephenson	5 Min
10.	President's Report	Paula Dugan	10 Min
11.	Director Report Attendance Policy/Saturday School	Jessie Kidd	15 Min
12.	Old Business – Action Items	Paula Dugan	5 Min
13.	New Business Committee Reports	Each Board Member	30 Min
14.	Adjournment to closed session		
15.	Closed Session	Paula Dugan	60 Min
16.	Adjournment from board meeting		

Minutes

Agenda Item No.	Main Points, Conclusions/Discussions, Decisions, Next Steps
1	Quorum is called at 5:35 PM with Paula, Eric A., Adam, Michael and Eric M. present. Mark arrived at 5:38 and Iain arrived at 5:44.
2	Paula introduced and reviewed the agenda.
3	<u>Student Government Report:</u> Tiffany Vlajos and Tom Stohel presented the Draft Constitution that they had revised as per comments from the last board meeting. The constitution will be effective immediately upon approval. Adam moves to approve the constitution and Eric M. seconds it. Vote passes 6 to 0, Iain abstains.
4	<u>PTSO Report:</u> Larry Freeze: Reminded all that the spaghetti dinner is tomorrow night and that they have enough for 600 people. He talked about the Turkey Trot flyers being in the works. They need more sponsors but it was okayed by Ogden City.
5	<u>Technology Report:</u> Garen Kidd. E-Mail issues. Use web mal for next 3 weeks, \$28 K was received for technology upgrades from the state. Will install a new switcher to fix the problem.
6	<u>No Ombudsmen Report</u>
7	<u>No Open Student Comment</u>
8	<u>Public Comment:</u> Eric A: Reads message from Judi Amsel who would like to see e-mails from

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Agenda Item No.	Main Points, Conclusions/Discussions, Decisions, Next Steps
	<p>the school similar to last year.</p> <p>Gretchen Hunter: Why does her student need a note from a doctor to be checked out of school during the last 15 minutes of school to go to a doctor's appointment?</p> <p>Sherlene Hillan: Called in to report a sick student. She was told that she needed a note from a doctor. The secretary was very rude.</p> <p>SIDE NOTE: It looks like not all e-mails are getting through. Terryll should send out some test e-mails (with attachments).</p>
9	<u>No Financial Report Given this time, will be next time.</u>
10	<p><u>President's Report:</u> Paula presented the committee structure and goals. There are 6 committees: Strategic Planning – Eric A, chair; Facilities & Operations – Helen, chair; Curriculum – Adam, chair; Personnel & Policy – Terryll, chair; Partnerships & Mentoring – Iain, chair; Public Relations & Marketing – Michael, chair. The intent is for these committees to largely go away at the end of the year and be replaced by the school, except for finance, which will always be needed.</p> <p>Board members are again encouraged to review the chart and send comments for changes to strategic planning committee. Also send the names of those people who are possible Friends/Partners in e-mail to Michael.</p>
11	<p><u>Director's Report:</u> Saturday school forum was successful. They are working on a tutoring program for the next trimester. They are seeking tutors for Saturday school. In regards to the Attendance Policy: The law seemed to say there are "no excused absences" except for medical emergencies without a doctor's note. The new policy allows parents to excuse their students' absences. 6 absences results in a truancy. This attendance policy is a "working draft" and they are seeking input. Jessie hopes final version can be approved at the next board meeting. Comments can be sent to Jessie via e-mail as long as those issues are also discussed in the board meeting.</p> <p>The curriculum committee is having a meeting Friday morning.</p> <p>PTSO has put together an e-mail list to send out the e-mail like last year to update parents on what is going on. We will start doing e-mails to the parents again when the e-mail server is back up.</p> <p>Our enrollment is at 278 students. Our next open house is November 14th. The newspaper ads are \$700 each.</p> <p>The ADA auditors want to come back for a follow-up inspection. We still need modified ramps and a better sidewalk to the parking garage.</p> <p>PDP Machines cost \$600 per year per machine for operation. Jessie leans to getting rid of them.</p> <p><u>AYP Summary Report:</u> Carolyn Taylor: See handout, attached. She would like to see would more policies that support: Attendance, remediation, extended formative testing, and teacher support with formative results. They would also like to create more computer labs to support mandated computer-based testing.</p>
12	<p><u>Old Business:</u> November 1st will be allotment of state money (\$2,400 per teacher or \$1,900 after taxes) divided in to 9 payments with their monthly checks, plus one-time allotment from the state of \$1,000 in their December check.</p> <p><u>Board Insurance:</u> Eric A., is on the agenda for next meeting.</p> <p>E-mail policy action item closed ?</p> <p>Teacher job descriptions are done.</p> <p>Finance policy & Attendance & Assessment policies will be looked at the next meeting.</p>
13	<u>New Business</u>

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Agenda Item No.	Main Points, Conclusions/Discussions, Decisions, Next Steps
	Committee Reports: Internships, seniors will be surveyed for their internship interests. Strategic planning, beliefs about student learning survey will be distributed at spaghetti dinner. PR & Marketing: Friday the kids have their Halloween dance. Saturday is service day.
14	Eric A. moves to go in to closed session and this was seconded by Adam. All approved.
15	Closed Session
16	Adam moves to close board meeting and Eric A. seconds it.

Action Items

Item No.	Open Date	Description	Assigned To	Target Date	Date Closed
AI-1	10-24-07	Final Draft of Attendance Policy for Board Vote	Jessie Kidd	11-14-07	
AI-2	10-24-07	Additional Board Insurance	Eric Amsel	11-14-07	
AI-3	10-24-07	Teacher Job Descriptions for Approval	Jessie Kidd	11-14-07	
AI-4	10-24-07	Draft of Assessment Policy	Jessie Kidd	11-14-07	
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.			

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- 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.

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