



Board of Trustees Minutes December 10, 2013

In Attendance:

Sheldon Worthington, Shawn Turner, Robin Hough, Stan Funicelli, Russell Schmidt, Marylee Anderton, Jan Hunsaker, Jim Lipscomb, Kristi Swett, Scott Nelson, Adelle Williams, Debbie Petersen, Liz Smith, MJ Gregoire

Past Minutes

The September 2013 minutes were approved with the change noted that the Faculty Representative is not a voting seat on the Board of Trustees. The October 2013 minutes were approved. MJ sent all past minutes to Jan to post on the website.

PTO Report

Liz noted that the PTO needs help with TUNA. The PTO skipped their November meeting because of Pippin. The PTO meets the 3rd Tuesday every other month.

Financial/Facilities Report

- Debbie presented her final report from the auditors. The audit was 100% correct.
- The purchases report was approved unanimously.
- Our lease expires in June. Shawn, Jim and Debbie will form a committee to negotiate our lease with the district.
- Board members will be meeting with the district to present our long-term plan to the district.
- We are waiting for signage for the front of the building and lighting for the sign outside the school.
- There are several classes that have a very small class size. Debbie is looking for alternatives to handle the cost of these classes.

SBO Report

Adelle reported that students are concerned with the back door access to the school. Sheldon noted that it is a safety issue and it is required to be locked during school hours and used only for egress. Stan and Sheldon were to discuss this to see if there could be a solution.

Some teachers are showing up late for classes and students have been reprimanded for standing outside the classroom door. Sheldon is to address this at a faculty council.

Faculty Reports

None

Committee Report

Robin's presentation on accreditation will be presented at the next meeting.

Administration Report

Artistic Director Report:

- Jan reported on upcoming events in December in January. These included Tuna (a Christmas fundraiser), a jazz & chamber concert, a film festival of students' 10 minute projects, voice and piano recitals, and a playwriting showcase.
- Pippin and a Tale of Christmas Giving both had excellent attendance.
- In the area of recruiting, Jan was going to visit the Open Classroom in December. Some students were going to perform at the EMIA insurance company annual luncheon.
- In the area of teacher professional development, they have worked on their goals. They will do a self-evaluation on line and fill out a record of their professional development activities. Jan stated that teacher development should go towards student learning. She presented a form that would track and professional development and award points for activities performed.
- There was a discussion about this form. Stan expressed concerns about this format and said it needs to be better defined before it can be part of the faculty's contract. Scott question what the goals are and what are the teachers expected to accomplish. Scott also noted that the number of points required is high. He also suggested that teachers should be able to accumulate a certain number of points over a certain number of years. Jim commented that the form looks like a template for a career ladder for educators and that our staff already are strong professionals, many of whom have taught at the college level. An issue we need to address is how to help our teachers teach freshman instead of working at the college level. This topic was tabled for the February meeting and in the interim Jan, Sheldon, and Stan will work on teacher professional development.

Principal Report:

- Sheldon presented his Response to Accreditation Required Action 12/13 draft and the School Improvement Plan. The goals coincide with accreditation goals. Additional goals include: (1) to become a comprehensive counseling and guidance program, (2) to improve SPA/Highland Registration and master schedule creation, and (3) to reduce the number of Fs by 10% from the first quarter to the end of the year.
- The 1st term academic report was presented. 50 students have received Fs, with a total of 87 Fs received. 67% of SPA students had a GPA of 3.0 or higher. 44% of students were on the honor roll with a GPA of 3.5 or higher.

- The UCA report, which required board approval, will be submitted at January meeting.
- The Student Recognition report will be presented next month.
- The Board response to the accreditation report is a required action. It is to be voted on at the January meeting. It must be on the agenda.
- All board members should review the documents Sheldon distributed prior to the next meeting.

Other Items

- Robin reviewed the school's mission and belief statements.
- Keith Holbrook a past and future parent is interested in joining the board. He was presented and interviewed at this meeting.

Items to be Scheduled for Further Discussion

- The Board response to the accreditation report is a required action. It is to be voted on at the January 2014 meeting and must be on the agenda. (12.10.2013)
- UCA report from Sheldon to be presented at January 2014 meeting. (10.15.2013)
- Student recognition plan to be presented at January 2014 meeting. (10.15.2013)
- SLSPA school improvement plan to be reviewed at January 2014 meeting (10.15.2013)
- Dance Class as P.E. class – curriculum and professional development. Jan to report on this at next meeting. (11.12.2013)
- Accreditation report presentation by Robin. (11.12.2013)
- Jan, Sheldon, and Stan to work on teacher professional development activities and present at February meeting. (12.10.2013)
- Professional Learning Communities training was attended. A brief summary of this will be presented to the rest of the board at a future meeting. (12.10.2013)
- Back door access for students. Sheldon and Stan to review issue. (12.10.2013)

Board of Trustees meeting was adjourned at 9:34 p.m.

Next Meeting: January 14, 2013 at 6:00 p.m.