



**Board of Trustees Minutes
March 10, 2015**

In Attendance:

Dr. Susan Brady, Robin Hough Sue Ann Bodily, Katie Leremia, Michael Payne, Kit Anderton, Rob Tudor, Devi Fournier, Ana Cabrera Moses, Anna Bodily, Ron Litteral, Jim Lipscomb, Chris Martinez

Not in Attendance:

Trixie Buckingham, Tiffini Adams, Celeste Edmunds-Brady, Kristi Swett

The meeting began at 6:35 p.m.

February 10, 2015 meeting minutes were unanimously approved. The move to approve was made by Sue Ann and seconded by Kit.

Robin introduced Lincoln Fillmore from Charter Solutions. Lincoln's contact informations is:

- lincoln@chartersolutions.org
- (801) 548-0144

Lincoln reported that the schools Financials and Audits are all organized and looking good.

Charter Solutions is currently interviewing Business Manager candidates. Once a candidate is found, the candidate will work on premises at SPA every Tuesday and Friday.

SBO Report

- Anna reported that Regional Drama Competition will held tomorrow.
- Kitchen Women will run March 12th & 13th from 7:00-8:30.
- Pirates of Penzance will run four performances on March 20th & 21st.
- SBO voting for next year will take place March 25th & 26th. Results of voting will be announced on March 27th.
- We have 2 Pianists, 2 Guitarists, the Guitar Ensemble, 9 Singers and 2 Choirs from SPA that have advanced to State Competition. State is held on April 25th at Northridge High in Layton.
- Spring Break will begin March 25 - April 5.

Financial/Facilities Report

- No Financial/Facilities Report - Charter Solutions will present this report at the next Board Meeting.

PTO Report

- No Report - Tiffini wasn't in attendance.

Faculty/Staff Reports

Faculty Report:

- Michael shared ideas on how to combine/consolidate different classes interrelated curriculums.
- Faculty retention & recognition ideas
 - Teaching Certificates. Currently SPA has 2 teachers certified.
 - Recognition for faculty members that are Nationally Board Certified. Michael is the only faculty member at SPA that holds this certification.

Committee Reports

Membership Committee:

- Robin and Sue Ann met with Debbie Smith to discuss interest in possibly bringing Debbie in as a new Board member. After further discussion, Sue Ann proposed

that we ask her to participate in the Finance Committee instead. Jim will reach out to Debbie to discuss.

Marketing Committee:

- Ana discussed Amazon Smiles program:
 - Signing up for Amazon Smiles allows a percentage of every purchase to be donated to charity of your choice. Amazon is currently setting up an account with SPA.
- Basecamp is the engine for all project management communications
- Weekly SPA email open rate from anyone who has ever done business with SPA is 48%
- Weekly SPA email open rate from parents of SPA students are 87%
- Ana gave an overview of the new website layout
- We will be looking at discussing new logo ideas after the LSGS fundraiser

Development Committee:

- Devi reported that all 3 Red Mango locations will donation jars out for LSGS event.
- Devi is working on recruiting performers for the LSGS party that will be held at the Sugarhouse Red Mango location on March 26th.
- Devi is also working with the Gallivan Center to have a SPA booth set up on location on March 26th.
- Celeste will be calling all of last years LSGS donors

Administration Report

Principal Report:

- Sue reported that we have 165 New Student Applications
 - 57 pre-registered
- 200 of the current 220 students are intending to return next year
- Painting of the Auditorium walls and ceiling - March 11th -13th
- Sue and Ron led a discussion on building the music program. Discussion included ideas on expanding course offerings, adding Choir classes and an Audition Show Choir.

Other:

- Robin presented board training on Two of the Most Valuable Financial Oversight Policies a Board Can Have. (Board Wiser, by Dr. Brian L. Carpenter)
- Jim motioned to produce a letter of endorsing accreditation for the counseling center. Sue Ann seconded the motion. The motion passed unanimously.
- Jim motioned to have the 5 bullet items below placed into the SPA Bylaws as the Treasurer's job description.
- General Financial Oversight
 - Financial planning and budgeting
 - Financial reporting
 - Funding, fundraising and sales
 - Banking - book and record keeping
 - Fixed assets and insurance
- Ana seconded the motion. The motion passed unanimously.
- Sue Ann motioned to add a colon (:) after the "General Financial Oversight" verbiage. Kit seconded the motion. The motion passed unanimously.
- Final agreed on verbiage:
- **General Financial Oversight:**
 - Financial planning and budgeting
 - Financial reporting
 - Funding, fundraising and sales
 - Banking - book and record keeping
 - Fixed assets and insurance

- Budah from Fox 13 will be at SPA on March 18th at 5:30 A.M. promoting SPA as the Cool School of the Week. Students are encouraged to attend.

Next Meetings:

Next board meeting: Tuesday, April 14, 2015 at 6:30 p.m.

The board meeting concluded at 8:35 P.M.