

# BEEHIVE SCIENCE & TECHNOLOGY ACADEMY

## Board of Directors Meeting Minutes

Wednesday, December 14<sup>th</sup>, 2016  
830 East 9400 South  
Conference Room 108A  
Sandy, UT 84094

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**Board Members Present** Marie Jess, Calvin Zulich, Sudha Kargi, Rolland Lee

**Executive Officer:** Marie Jess

**Staff Members Present:** Hanifi Oguz,

**Call to Order:** Marie Jess called the meeting to order at 06:20 p.m.

### Pledge of Allegiance

#### 1 - Approval of Minutes (action item)

-Board member reviewed the minutes from the board meeting in October.

Calvin Zulich motioned to approve board meeting minutes from October 2016. Sudha Kargi seconded the motion. Motion carries unanimously.

#### 2 – Approval of the 2017-2018 School Calendar (action item)

-2017/2018 School year starts Aug. 16<sup>th</sup>, Canyons School District starts a few days later.

-Winter break starts 12/14/2017, ends 01/02/2018 (back to school 01/03/2018)

-180 days required, 181 days on the calendar as a precaution

Rolland Lee motioned to approve 2017/2018 school calendar, Sundha Kargi seconded the motion. Motion carried unanimously.

#### 3 – Accord Education Services Report (discussion item)

-SWOT analysis presented by Accord Education Services.

-The partnership between Accord and Beehive were discussed and the level of support Accord provides was shared

-Accord services deliverable items tracking sheet was shared with the board members

-Accord Conference Sept. 2017, Orange County, CA

-April 21-22, 2017 Summit in CA, theme is "Lead to Succeed"

-Topic 1- Board Development

-Topic 2- Front office staff support-Communication and leadership support

-Topic 3- Growing leadership (in house)

#### 4 – Board Capacity Building and Training (discussion item)

-Plan for board training designed by Oguz/Jess- Structure, Duties, New Board Member Training (Manual), training opportunities were reviewed.

-2 trainings per year are required for board members

-Strategy/planning- goals, summer workshop

-Board members attending at least one school event a year (board member's choice).

- Policies- how they will be decided on, adopted, implemented
- Reporting- Documentation of trainings, also any that are scheduled.
- Board members recruitment, orientations and training opportunities
- The trainings that board members took last year were reviewed.

### **5 – Accountability Report (information item)**

- Reviewed enrollment data trend 2013 to current.
- Retention rate is 70%; threshold for goal is 75%
- Transfer rate for BSTA is 7-12%
- Using PR Company to reach out to the community- radio ads, build board, mailers, fliers, and web to increase enrollment.
- Working on strategies to increase the retention rate.

### **6 – Revision of Conflict of Interest Policy (discussion item)**

- Annual "revision," no changes were made.
- Board members signed the conflict of interest declaration form

### **7 – Approval of Child Abuse-Neglect Reporting Policy (action item)**

-The policy was developed by taking the crucial components of the relevant rules and regulations. The policies from other schools and districts were used to compare.

Calvin Zulich motioned to approve Child Abuse-Neglect reporting policy. Rolland Lee seconded the motion. Motion carries unanimously.

### **8- Approval of the Amended Bullying Policy (action item)**

- Old policy language was little general. Amendments include more specific language and clarification of details.
- In house procedures need to be more structured.
- Amended Policy will be posted on the school website and shared with stakeholders.

Calvin Zulich motioned to approve Amended Bullying Policy. Sudha Kargi seconded the motion. Motion carries unanimously.

### **9- Principal Report (information item)**

- Financial/Audit committee meetings in January.
- Profit/Loss: On Budget
- Expenses are on Budget
- International Thanksgiving was bigger this year, important to highlight diversity.
- Math Matters registration up to 300 can register. It is the same day as the STEM EXPO (awards will be given at STEM EXPO)
- Technology grant is provisionally approved
- Enrollment is underway, open houses, re-enrollment
- Lego Robotics-Regional Champs-State Competition is next.
- New website is almost ready.

### **Comments**

Comments from the public are invited at this time on topics not specifically addressed elsewhere in the agenda. "Request to Speak" form should be filled out and submitted to the Board President before speaking during the public comment section. This form can be downloaded from the school website: [www.beehiveacademy.org](http://www.beehiveacademy.org).

**Adjournment** Calvin Zulich motioned to adjourn the meeting and Sudha Kargi seconded. The motion was carried unanimously. The meeting was adjourned at 08:10 p.m.