



# CITY ACADEMY

*City Academy's Mission is to graduate responsible, informed citizens who have achieved their best academic success. We do this through distinctive teaching that is engaging, investigative and thought-provoking; close attention to each student's finest learning and personal progress; and involving students in exploration of civic and current issues and in our city.*

## Wednesday February 16, 2022 Agenda & Minutes

### Hybrid Meeting 4:15 pm

Join with Google Meet [meet.google.com/ipo-qngt-dpo](https://meet.google.com/ipo-qngt-dpo)

Phone Numbers (US)+1 903-980-1686 PIN: 613 166 711#

#### I. Board Meeting Welcome

Walker

Present: Erik Bengtzen, Debbie Eckert, Steven Foxley, Mary Glauser, Larry Hintze, Walker Kennedy, Nathan Seim, Kelle Smart, Taylor Woodbury

Excused:

Officers Present: Ram Prasad Boppana, Sonia Woodbury (late)

#### II. Public Comment – None

#### III. [Financial Report](#)

Prasad

Prasad reviewed the financial statements. The Board agreed to review the budget for any needed fundraising at the March meeting.

#### IV. Student Recruitment & Retention Plan – Review

Walker

- Utah State Charter School Board – Liz Bunker, Smriti Dhakal
- [draft](#) for review

Board members discussed improvements to the prior reviewed drafts. (7:20 Liz Bunker) SCSB representative Liz Bunker felt the plan was thorough and detailed. They shared things for us to consider as we work on our enrollment – What differentiates us from other schools? What are our competitors doing both well and poorly? Who are our competitors besides the large district schools? We should look at North Davis, AMES & Nuames, Karl Maesar – look at their websites and see what they are doing well to maintain their good retention rates. Remember to consider capacity of our staff and Board in terms of roles and responsibilities needed. What are the strategies, partnerships that bring the most value without over burdening capacity – bang for our buck? Needs assessment – What do our stakeholders want? What trends do we see in our enrollment data? Liz noticed that 7<sup>th</sup> grade intake was dropping, and that district school were moving 6<sup>th</sup> grade to middle schools – should we add 6<sup>th</sup> grade? Who are our most successful feeder schools? Liz will check on SLCS middle school grade levels and get back to us. (16:00 Smriti Dhakal) Website – homepage needs something to grab immediate attention, also highlight what we are good at, scholarship, Springville art competition. Update our videos. Liz & Smriti will send out some more examples of charters they feel have good websites. (19:50) They encouraged us to discuss who developed the guiding principles to our plan and make sure we are including all stakeholders. SCSB liked social media campaign led by students. Utilize exit survey for students who leave. Use satisfaction surveys from returning families. Maybe a school improvement committee within PSO. Digital suggestion jar for staff and families. Note unique features: Cambridge model, Springville Art competition, \$4,000 scholarship.

The Board requested information from SCSB about state-wide enrollment trends in charter schools. Liz explained that during the pandemic almost all charter schools saw a dip in enrollment, but most charters have seen recovery from that dip. She also noted that it is really school location specific as to how this is going. Within all the diverse reasons why someone chooses a charter school over a traditional district school, is there a prominent reason? SCSB



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representatives feel they either are looking for a specific model (like Waldorf) or they just want an alternative from their district school. They pointed out that this is why it is so important to differentiate ourselves from others. The Board requested information about percentage of budget spent on marketing. Are we spending enough non marketing. Liz commented that many CSs are spending too much on marketing. SCSB are not familiar with an analysis of marketing budgets in CSs. Again they cautioned about over-spending. They will research this for us. Walker thanked Liz and Smriti for their time and efforts to support us.

## V. Minutes – [January](#)

Sonia

Steven moved to approve January minutes as written, Mary seconded, and all were in favor.

## VI. Approval of School Fees policy for SY2023

Debbie

- School Fees Policy for [SY2023](#)

Debbie moved to approve 2023 School Fees Policy as written, Taylor seconded, and all were in favor.

## VII. Approval of School LAND Trust SY2021 (last year's) Final Report

Sonia

- School [Plan](#) and Final Report [Data](#)

Steven moved to approve December minutes as written, Kelle seconded, and all were in favor.

## VIII. Director Updates

Sonia

- Thank you Larry! Last home basketball game Thursday 4:00 (see below) – we made the playoffs!
- Science Olympiad team winners at Regional competition
  - 8<sup>th</sup> grader Joshua Wolford earned first place for middle school in the Solar System event involving planets, telescopes, images, and exploration.
  - The HS team of Oliver Day, Aurora Reagan, and Nora Genovese took second place in the Code Busters event.
  - Senior Felix Keil earned first place in the Dynamic Planet event which combines issues/ideas from the environment and geography.
- USBE/DonorsChoose projects – Sonia thanked USBE for this opportunity and reported that 6 of our teachers received funding for the following projects:
  1. A combined PE & science Rock Climbing Program, "Reaching New Heights" brought us climbing equipment to help students learn about pushing through challenges, learn a new outdoor activity, and do some awesome authentic learning about physics.
  2. New calculators to help make sure each student is equipped for math success.
  3. Equipment for a new Disc Golf Club to be forming soon this spring
  4. "A Classroom Library: Books to Engage and Inspire" brought new bookcases and over 60 new books to our library and to our 2 English classrooms to help encourage more personal reading among our students.
- Pickleball update - [Sponsorship](#)  
We are still looking for a Title Sponsor and all sponsorship levels.



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- Open Houses & Lottery report

Our In-Person Open House January 27 and our Virtual Open House February 3 were each attended by about 5-6 families who had a good experience and are following through with signing up. New enrollment is trickling in, but our official lottery day is this Friday Feb. 18 so we hope to see some more action during the next few weeks. We are planning another in-person open house on a Saturday morning, March 5.

## IX. Chair Updates

Walker

Please keep working on Pickleball sponsorships and any ideas you have for helping increase enrollment.

## X. Close

Walker

Mary made a motion to adjourn the meeting, Erik seconded, and all were in favor.  
The meeting adjourned at 5:30.

DATED the 16th day of February, 2022 CITY ACADEMY BOARD OF TRUSTEES

By: Sonia Woodbury

APPROVED the 16th day of March, 2022 CITY ACADEMY BOARD OF TRUSTEES

For audio file of meeting minutes click [here](#)

## XI.

Walker

Follow us on [Instagram](#)

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### Upcoming 3<sup>rd</sup> Wednesday Board Meetings

March 16, 2022	4:15 – 5:45	Board Meeting
April 20, 2022	4:15 – 5:45	Board Meeting
May 18, 2022	4:15 – 5:45	Board Meeting
June 15, 2022	4:15 – 5:45	Board Meeting
July 20, 2022	TBA	Board Meeting
August 17, 2022	4:15 – 5:45	Board Meeting

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### Upcoming Special Dates & Special Events

- Last Basketball [Home Games](#) at Holy Trinity Greek Orthodox Church Gym, 300 S and 300 W  
Thursday Feb. 17 at 4:00 pm
- Science Olympiad State Competition Saturday April 9