

***Snowy Range Academy Board of Directors, Laramie, WY***  
Regular Board Meeting  
October 17, 2007, Snowy Range Academy Art Room, 7:00 p.m.

- I. Call to Order** – Chairman Margarita Rovani called the October 17, 2007, meeting to order at 7:10 p.m. in the Art Room at Snowy Range Academy, 4307 Grand Avenue, Laramie, Wyoming.
- A. Roll Call** – Board members present were Margarita Rovani, Sarah Strauss, Don Prehoda, Lin Poyer, Bruce Cameron, Lyn Tausan, and LaNessa Stevens. Board members absent were Tammy Scott, Pennie Weir, and Jen Wright.
- B. Approval of Agenda** - The agenda for the October 17<sup>th</sup>, 2007, meeting was approved with no changes. Items approved under the consent to agenda were: (1) minutes of the regular meeting of September 19, 2007, (2) approval of bills, (3) approval of payroll, and (4) board action to approve personnel recommendations.

**II. Reports to Officers, Boards, and Standing Committees -**

**A. Principal's Report** – Lyn Tausan provided a written and oral summary of the following

: Staff and Faculty:

- There will be an evaluation of teachers next month.
- The process needs to be looked at again before next year- compare with what State Dept. of Education wants, and there should be a comprehensive look at evaluations.
- Cheryl Hubenthal has joined the staff.
- Some parent and board volunteers have been an incredible help. Those include Margarita Rovani, Michelle Blake, and Robbie Lockard. Many thanks during the secretary interim.

Curriculum and Instruction

- The *Step Up to Writing* training will be completed next week, on Monday October 22. There have been positive responses from the teachers regarding this program, and a level of high quality writing from the students. It was well worth the investment.
- Jeannine Collins (librarian) and a few of the teachers are working on creating and tracking data for an Individualized Literacy Plan, getting more kids the help they need.
- There will be a Teton Science School trip Question & Answer meeting for parents on October 30<sup>th</sup>. We will have a packet ready. The meeting will also discuss fundraising ideas, and Lyn will report results back to board for the November meeting.
- The 6<sup>th</sup> –Grade trip is scheduled for May. The cost is \$45 per student.

Programs

- Jeannine has reported to Lyn that the October Read Aloud is a success. Arrangements have been made to get various officials and visitors from our city; for example Coach Shroyer (UW), Klaus Hansen (Mayor), and the Chief of Police.
- The last Assembly of each month is for Awards. Lyn wanted to know what has been a tradition, and what the board would like to do with these.

Other

Open dialogue on the Character Education program:

- Discussion on a balance between awards and behaviors (what is standard expectation and what is an “extraordinary” act)
- There is a desire to establish some criteria.
- Parents and teachers love the stories.

- There was some concern over the focus on winning the prize vs. the desire for good behavior.
- It's important the kids get recognized for things other than academics.
- Lyn pointed out the positive impact on kids' behaviors and attitudes with these recognitions; that children need good feedback, love, support, and good adult role models- emphasizing character traits take it up a notch.

**B. Financial Report-** Linda Lebeda reported that some major construction bills have been coming in, as well as some of the larger supply and curriculum purchases. Susan Strauss moved to approve the financial report, Bruce Cameron seconded; motion carried.

### III. Audience Communications- None

### IV. New Business-

#### A. Report to Board on PAWS and Terra Nova Disaggregated Scores-

- PAWS: Lyn Tausan went over the data in the handouts, pointing out the gaps between boys and girls, free/reduced lunch recipients, IEP and non-IEP, and students who have attended Snowy Range under vs. over three (3) years. Margarita explained how our low numbers in each class can skew the data. Lyn and teachers would like to know how Ft. Casper Academy's methods vary from ours- their scores are higher than SRA. Lyn suggested she and one or two teachers go visit, and discuss their methods with them.
- Terra Nova: Lyn pointed out areas that need to be beefed up; some areas, such as science and Social Studies, are low. There was open discussion that test burnout may be a factor- the scores were higher in the past; perhaps with added testing (PAWS) it's too much. This year, Terra Nova will be administered in the fall and used as a diagnostic test to determine academic deficiencies, which should help with test burnout issues.

#### B. Board Action to Approve Field Trip Request to Denver Museum of Nature and Science in November-

LaNessa Stevens went over the travel schedule. Costs for 3<sup>rd</sup> grade are on the handout; for the 6<sup>th</sup> graders it is \$72 for IMAX and Planetarium, \$80 for Exhibits, with a total of \$224. Parents are not covered in the cost estimate. The focus will be on habitat and astronomy exhibits. Bruce Cameron made a motion to approve the request, with the board paying for the students' costs, seconded by Don Prehoda; motion carried. Don Prehoda brought up the point that the board should handle policies rather than procedures- perhaps field trips are not a board issue. Sarah Strauss said there would have to "un-do" that policy (already in place) in order to remove that task from the board.

**C. Board Action to Approve Paid Time Off for Coaching-** Lyn reported that Tanner Hart and Reynold Candelaria do off-campus coaching. Snowy Range Academy will pay for five days of substitute teachers, Mike Bowen says the school district will pick up the remaining days. Bruce Cameron made a motion to approve the request, Lin Poyer seconded; motion carried.

**D. Board Action to Approve Renewal of Xerox Copy Lease Proposal-** Margarita Rovani reported they did extensive research of copier companies, with Sharp and Xerox being the two closest. She recommended Xerox over Sharp due to its features and color capabilities. Don Prehoda questioned whether it included an option of purchase at the end of the lease. Margarita said she would look into that. Bruce Cameron made a motion to approve with the recommendation to look into an option of purchase at the end of the lease, Don Prehoda seconded; motion carried.

**E. Board Action to Approve Late Fees for After-School Program-** Lyn Tausan presented the current problem of delinquent "picker-uppers", and that proposal that parents should pay for being late. The policy should be published and enforced. It was reiterated that no child should be allowed to remain at the front

entrance after 3:30. There is a “window” for pick-up (3:15- 3:30); even if the parent has phoned the child should go to ASP at 3:30 if the parent has not arrived by that time. At the end of the ASP hours, if a parent cannot be located, Snowy Range has a policy to call DFS. The following late fees were suggested: \$5 for the first 15 minutes late (5:15 p.m. – 5:30 p.m.), \$15 for anything beyond that (5:30 – 5:45), after 5:45 we call DFS. Margarita stated the policy and rates should be included in the parent handbook, published to parents (with lots of notices going home in regard to the new policy), and should be implemented next semester. Susan Strauss motioned to approve the late fees, Don Prehoda seconded; motion carried.

**F. Policy Proposal to Board on Parent Request for Holiday Leave-** Lyn Tausan proposed the creation of a form for parents to use to request holiday leave during the school year. Parents will need to fill out and submit the request form to Lyn two weeks prior to the holiday. If no form request is submitted, all family holiday days would be unexcused absences. This new policy will go into effect Second Semester. Don Prehoda moved to approve the proposal, Bruce Cameron seconded; motion carried.

**G. Board Discussion on New Core Knowledge Endorsed Software-** Lyn Tausan and Sue McDonald presented the new EDUSS software. The software targets areas of weakness in math, language arts, and electives. Sue pointed out Snowy Range has some students with some serious gaps. The program also helps gifted students, since it can take them beyond what they are doing now. The cost includes an initial one-time fee, and a service fee per year. Sue recommended we purchase services for installation. Lyn suggested the proposal be taken to the Technology Committee, since this involves another server and new computers. Sue McDonald and Lyn Tausan will attend the Core Knowledge conference, where there will be presenters as well as a booth where they can gather more information, and return with answers for further board discussion. Lyn said they were not looking for a decision, merely presenting the option.

**H. \*Board Action to Approve Personnel Recommendations**

**V. Other Business-** None

**VI. Adjournment-** Lyn Poyer moved to adjourn the meeting at 9:15 p.m. Don Prehoda seconded; motion carried.

\*Consent agenda items- Items approved simultaneously by approving the agenda.

---

Tammy Scott, SRA Secretary

---

Date Approved