



PROMONTORY

school of expeditionary learning

Board of Directors Meeting Minutes

Thursday, September 15, 2022

7:00PM

1051 W 2700 S

Perry, UT 84302

Trustees

Michelle Flynn
Josie Beth Archibald
Michael Engh
Karen Braithwaite
Dorothy Dobson
Becca Ashby
Stephanie Quintero
Amber Edelman

Officers

Ariel Tidwell
Amber Jenks

Director

Jennifer Blaine

Visitors

Tammy Taylor
Susan Bennett

7:05 PM – **CALL TO ORDER**

· Welcome/Mission Statement and Pledge: Becca Ashby –Discussed what each of our favorite book is.

7:20 PM – Training by Dorothy Dobson. Open and Public Meeting Training. 5 trustees is a quorum for our board. Notice of a public meeting needs to be posted at the school, on the UT public webpage and in a local newspaper (Check to see about where else we can post it besides in the local newspaper), Also when does the public notice need to be posted by: 1 week or 24 hours. How long do minutes need to be kept for?

7:37 PM – **MINUTES**

· 8-11-2022 Board Meeting Minutes: Michael motions to approve. Stephanie seconds. Motion is carried.

7:38 PM – **PUBLIC COMMENT:** No public comment.

7:30 PM – **FINANCE REPORT**

- Budget Review – Brian Cates excused from meeting. Michael discussed information for the finance meeting. \$2200 interest earned. Financial summary–holding strong. Local revenue 4.2% forecast is 19%. Local revenue is slower at the beginning of the year. State revenue 19.1%, right on target. Able to cover all of our expenses. Federal revenue not received any yet–usually towards the end of the year. Expenses–nothing of concern at this time. Enrollment trend–449 as of Tuesday, right on target.

7:45 PM – **BUSINESS ITEMS**

- Military Families Enrollment–OPA is a purple star admission school. Purple heart school. Give them sibling preference. Add to admission paperwork? But needs to be added to the lottery questions. Will need to change the admissions policy (**Action Item**). Need to have a good mentor program for the military program. Required to attend a training to make sure we are holding up on laws. Need to have a veteran-type program. Active-duty vs reserve? Consider putting them under the siblings on the lottery wait list. Stephanie and Dorothy would be willing to help with military family enrollment. Resolution supporting military family enrollment (**Action Item for Oct**)
- School Land Trust: Update board contact information on website by October 1st.
- Expansion: RFP got created, but still had a few things to change. Got completed and they came back with feedback. Wanted more information. Moody's gave us a rough estimate on when they can come from Chicago so we can get bonding. Academics could be a concern because we don't do tests, but we do have other data points. Will get results in a couple of weeks after their visit. Will be here the week of September 26th. Looking for an owner's representative. We have a couple of options–Ariel's dad and Michelle's husband and Jeff Basinger who helped us with our original build. Monty will want a decision by the end of the month. Hopefully be breaking ground before the end of the year.
- PoP Update: Parade had quite a committee show up to help with the float and parade. Tim Bench let us use his trailer. We have had more parents engaged and willing to participate than before. The Safety committee needed volunteers and they stepped up. Hair color was a question? PoP is doing great. Concern about the left-hand turn sign not being visible. School zone light isn't working. Stephanie will work on getting someone to look at it.
- Gang Prevention Policy: Time changed it and then put date changed, but we need to make sure we are putting dates on when we have updated a policy. Training for our teachers? How often? Policy needs to be updated. **Put on agenda for October.**
- Governing Board Policy: References as PAC not POP. Definitions need to be updated. Reference the By-Laws and make sure they match. Take out EL in requirements section. Update policy and put on **agenda for October Business.**
- Grievance Policy: No updates

- Integrated Pest Management Policy: A few changes and links that didn't work. Code change.
- Internet Safety Policy: Minor code change. Duplicate statement.
- Health & Safety Policy: No changes
- Library Policy: **Table until next month**. It has been approved, but we wanted to make it more suitable to Promontory.

8:30 PM ACTION ITEM

- Review/ Ratify Committees: Finance Committee: Amber, Shawna, Michael, Ariel, Red Apple. Great Thinkers: Amber, Karen, Dorothy, Jennifer, Glenna Petersen, Cameron Anderson, Spring Martin, and Lisa Wells. Hiring: Amber, Karen, Michelle, Dorothy, Jennifer, Amy. Emergency Plan: Stephanie, Karen Director Evaluation: Amber, Michelle, Dorothy, Michael, (Executive Committee). Sex Education: Cameron Anderson, Jennifer Blaine, Amber, Dorothy, Gwen Andrus, Parents, Ariel, Josi Beth Grants: Dorothy, Jennifer. Jenn Dabb, Karen. History: Zach Davis, Dorothy, Karen, Michelle Board Retreat: Tammy, Ariel, Josi Beth. Board Member Recruiting: Amber Michelle Public Relations: Dalene Baxter, Holly Jenks, POP School Land Trust: Becca Ashby (All Trustees) Special Projects/Expansion: Ariel, Jennifer, Michelle, Matthew Flynn, Music Teachers, Amber, Jenn Dabb, Dorothy, Stephanie. Audit Committee: Finance Committee. Military Families: Dalene, Amber, Dorothy, Stephanie. Policy Committee: Josi Beth Archibald, Michelle Flynn, Jessica Wolf, Dorothy Dobson, Becca, Stephanie

Stephanie motion to ratify committee. Dorothy seconds. Motion is carried.

- 9:10PM Electronic Devices Policy: Phones during recess. Added smart watches on list of devices. No time can they be used on playground or used for social media, etc. unless under discretion of teacher. Gives students parameters.

With the above changes, Dorothy motions to approve. Karen seconds. Motion is carried.

- After School Activities: Student council, clubs, yearbook, theater.

Josi Beth motions to approve. Karen seconds. Motion is carried.

- Annual Open Meeting Act Training/Review –Not an action item. We did our training today for Open Meeting Act Training.

8:40 PM DIRECTOR'S REPORT

- **Staffing Update:** AmeriCorp grant program will for math mentors. Flyer put on social media. MOU complete. We did have one aide resign for personal reasons, but we also found a replacement that the resigning aide will train this week. Hopefully that exchange can happen next week.
- Enrollment: Steady at 449

- **Student Achievement:** Lots of wonderful fieldwork, Beginning of the year benchmark testing almost finished, Crew relationship building, clubs and student council
- Charter Agreement Goal: Reading Proficiency—Percentage of third graders reading at grade level 81%. 33% RISE, 66% Dibbles. Math Proficiency—Percentage of sixth grade students scoring minimum math proficiency 71.6%. 12% RISE 50% Acadience Math. Student Portfolios—percentage of students who maintain working portfolios 98%. 100% of students have portfolios in their classroom.

Plan of action for improvement:

- Longer interventions on Friday mornings to repeat the content covered
 - Teacher training in LETRS, in service in team meetings
 - Grouping by BOY data in our early readers in grades 1-2
 - Mindset around RISE testing, incentive for students that use all the test time rather than finishing first
- **Professional Development:** Regular aide training - 1st Thursday of the month, Gwen giving mini training weekly during team meetings. Vertical planning meetings this year. All day Conscious Discipline training on Sept. 2 was a big success. Teton science school.
 - **Public Relations:** Peach days parade! Thank you to all our volunteers getting that float together and walking with us! It was so much fun and all of the parent involvement and work was greatly appreciated, Veterans Visit-larger deal this year, talking about scheduling the day before Veteran's day, Social Media posts continue

9:35PM CLOSED MEETING: No closed meeting.

9:38 PM – ADJOURN: Michelle motions to adjourn. Stephanie seconds. Motion is carried.

*Next scheduled Board Meeting: October 20, 2022