

# PROMONTORY

school of expeditionary learning

*Creating the Great Thinkers of the 21<sup>st</sup> Century*

Board Meeting Minutes

Thursday, January 23, 2020

## Attendance

### Trustees:

Michelle Flynn  
Mindy Johnson  
Lisa Holgreen  
Michael Engh

### Visitors:

Matt Lovell – via telephone  
Esther Montgomery

### Director:

Jamie McKay

### Officers:

Paige Kearl  
Celeste Muhlestein  
Nancy Moyle  
Marci Beeton

## CALL TO ORDER: 7:03 PM

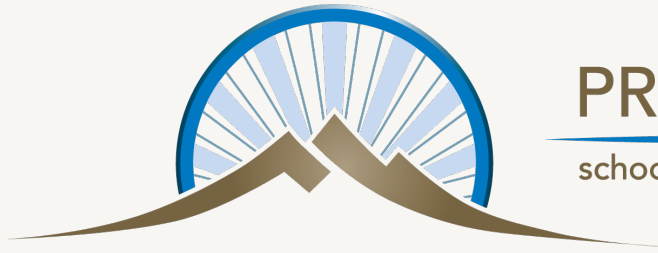
- Mindy Johnson – Call meeting to order.
- Welcome and Mission Statement – Paige Kearl

## Training: 7:05 PM

- Mindy – Board Member Training
  - Roles and responsibilities
  - Parent “hat” vs. board-member “hat”; be clear on the distinction
  - Reminder that all board members are to complete UCAP individual training and report to Mindy when they finish a module
  - Process for getting items on board meeting agenda

## Minutes: 7:12 PM

- **ACTION:** Michelle motions to approve board meeting minutes from November 23, 2019. Michael seconds. Voting is unanimous. Minutes approved.



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## Public Comment: 7:15 PM

- Esther Montgomery
  - Mentions reading madness month and Blues for Books
  - Esther is a Perry City Council member and is officially volunteering her time and expertise to invite us to form a task force to focus on catastrophe preparedness as a community and for the school. She envisions the task force with four main responsibilities.
    1. Assess to see what resources we already have and where they are located.
    2. Decide what additional resources are needed.
    3. Decide where to keep and how to maintain the resources.
    4. Implementation and how to fund the needs.

## Finance Reports: 7:20 PM

- Matt Lovell from Red Apple phoned in to the meeting.
  - Minor adjustments since November budget
  - Promontory is still over 3% operating margin
  - The state possibly miscalculated the regular school program line – will update next time
  - Federal funding not changed much – will be making reimbursement requests soon
  - Expenses – no changes except move money into marketing from furniture
  - In March board meeting – carve out more time to do a budget training for everyone

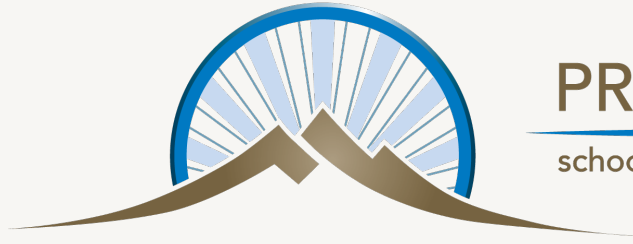
## Business Items: 7:28 PM

- School Land Trust – will cover safety plan under policies – Michael
  - Esther volunteering to do safety plan
- Gym Trusses – Jamie
  - Brett Ormsby came to inspect the trusses in the gym. He is reaching out to engineers to verify that things are done correctly. Will report again next month.
- Committees – Mindy will email out a list so people can choose what committees to help on
  - Finance: Amber, Mindy, Michael, Kassi, Valerie, Jamie and Red Apple
  - Great Thinkers: Dorothy, Amber, Chad, Jamie, and a librarian
  - Leadership Committee:
  - School Land Trust Council: All Trustees
  - Accountability: Mindy, Amber, Dorothy
- School Calendar – Jamie
  - Promontory draws families from three districts, so we try to compromise on the calendar
  - This year we will have a shorter winter break and a longer spring break to help match up more closely with Box Elder's and Weber's calendars
  - **ACTION: 7:50 PM** – Michael motions to approve 2020-2021 proposed calendar with the minor change of starting winter break starting on Dec 22<sup>nd</sup> instead of Dec 18<sup>th</sup>. Mindy seconds. Voting is unanimous.

- School Fees - Jamie
  - Recommend no change to fees; same for last 5 years
  - Promontory only charges 7-8<sup>th</sup> grade students; could do 6<sup>th</sup> but not 5<sup>th</sup> so don't do them in that community
  - Class fee \$40, Computer/Tech fee \$27; Fieldwork fee \$30 = Total of \$97.00
- Board Positions: Talked about it during training
- Family Handbook:
  - Mindy asked that everyone please read the family handbook and send her a message about anything you want to discuss. Please look at holiday/birthdays section
  - Handing out party invitations varies in the building – parents express interest in consistency
- Policies – Michelle Flynn
  - Amber asked that we look specifically at safety policies and search and seizure policy at the school
  - Talked about making policies more broad so procedures can be changed without changing actual policy
  - School fee policy – legislature changed things in October and change went in to effect Jan 1, 2020
    - Jamie reported that the state charter board is still unsure what the changes will mean for charter schools; more info to come
    - Uniform policy is not restrictive or exclusive, so should be fine
    - Fieldwork is part of general curriculum and we offer to make arrangements for students who can't pay so should be fine there as well
  - Middle School Dance: Thursday, Feb 13<sup>th</sup>
    - Students learning dances in PE;
    - Dance is etiquette dance using dance-card method
    - Donations of refreshments (store-bought) and decorations will be solicited
    - **ACTION: 8:13 PM** Michelle motions to approve the Middle School dance as outlined. Lisa seconds the motion. Vote is unanimous. Dance approved.
  - Blues for Books – fundraiser request from library
    - Book drive to support book donations to American soldiers overseas
    - Students pay \$1 to wear blue jeans one day at school and funds are used to pay for the shipping of the books
    - **ACTION: 8:19 PM** Michael motions to approve Blues for Books fundraiser as outlined. Michelle seconds. All in favor. Fundraiser approved.

**Director's Update:** 8:20 PM

- Staffing: Lost nutritional director and hired new one
- Enrollment: 429
  - Lost 23 students this year due to transportation, friends going to public school, moving, etc
  - Only four students who left were hard to account for why they withdrew
- Professional Development:
  - Peer observations and learning walks
  - Martha Martin is leaving – Jamie has phone call with regional EL director next week to decide how they will support us after Martha leaves



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- Public Relations:
  - On the wait-list for theater ads
  - School hired “Enrollhand” to do a social media marketing campaign.
  - 7-month contract at \$1,000 per month.
  - Their average enrollment is 22 students, but it will be less in our rural area
- Fieldwork:
  - Fieldwork slowed down during winter, but will be picking back up
  - All intensives completed
- Interventions:
  - i-Ready program is used for math interventions and Lexia Core 5 is used for reading interventions.
  - Just finished Acadience (Dibbels) testing in 1-4 which shows students moving up in their scores is very encouraging
- Lottery:
  - 45 new student kindergarten enrollments
- Teacher Satisfaction:
  - Survey was sent out by Jamie

**Closed Meeting: 8:49 PM**

- No closed meeting.

**Adjourn: 9:59 PM** – Lisa motions to adjourn. Michelle seconds. All in favor. Meeting adjourned.