

BOARD OF DIRECTORS MEETING

October 19, 2023

7:00PM

1051 W 2700 S

Perry, UT 84302

**Trustees:** **Director:**

Michelle Flynn Amber Edelman

Josie Beth Archibald

Emily Morgan **Visitors:**

Karen Braithwaite Tammy Stutznegger

Stephanie Quintero Brian Cates

Zach Davis Matthew Flynn

Becca Ashby Darnelle Earl

Dorothy Dobson Susan Bennett

 Shiree Case

**Officers:**  Eliza Case

Amy Rich Natalie Bench

Amber Jenks Ryker Barnett

7:03 PM – **CALL TO ORDER:  Michelle Flynn**

•         Welcome/Mission Statement and Pledge:  Josie Beth Archibald.  Discussed podcasts or platforms that we each follow.

7:18PM–Student council presented the idea of having a school flag.  Have it fly under the American Flag. Suggested having a design contest.  It would be a good addition to our school, it represents us, and could become a legacy to our school.  Need to do more research on which company to get it from. Passion project was what made them think about wanting a flag. Submissions would be as an individual or as a group.  Has to include school colors, mascot, and Promontory.  Open up to older grades 5-8th graders.  Have student council pick the top 5 and then have the Board narrow it down even further. Maybe open it up to all grades.  Go ahead and start the process of getting ideas pulled together.  Make the criteria/standard and get it to Amber.

7:27 PM – Finance Training:  Brian Cates:  Utah Charter Budget and Finance Training.  Funding:  Vast majority of funding comes from the state. 70/80 different programs of where our funding comes from.  6% from parents/community. Half of our funding comes from WPU. Each grade has a weight of funding. LRP factor.  ADM:  Average Daily Membership grades k-12–not attendance, but enrollment.  Oct 1 count.  You will be funded on your prior year ADM.  Expenditures of a charter school:  Employees, services, supplies, asset purchases and liability payments.  Budget report:  Financial ratios–financial health and substantiality of organization.  Operating margin–net income divided by total revenue.  Debt service coverage.  Days cash on hand–total expenses divided by 365.  Building payment.  Facility payment divided by total payment.  Board responsibilities–approve, monitor, oversees the annual budget.  Annual audit–Oct 28 deadline.

PTIF doing well.  Put in another $250,000. Continue to see a continued growth.  Budget Summary as of end of September. 25% through fiscal year–interest and investments continue to increase due to our good Oct 1 count.  Cash balance is starting to level off–normal for this time of year. 452 is our Oct 1 count, we budgeted for 440.

 7:59 PM – **MINUTES**

·         09-21-2023 Board Meeting Minutes–No changes. Zach motions to approve.  Becca seconds.  Motion is carried.  Dorothy abstains.

7:56 PM – **PUBLIC COMMENT:** Susan Bennett commented on how awesome everyone is. Jenks–had a parent ask about our fall festival for families who do not celebrate Halloween.

7:30 PM – **FINANCE REPORT**

·         Budget Review – Brian Cates

8:00 PM – **BUSINESS ITEMS**

·         School Flag–Discussed at beginning of meeting.

·         Construction Update:  Waiting on windows early January.  Ribbon cutting ceremony on November 3rd at 10am. Teachers are almost done moving in, hoping to have students in the classrooms on Monday.

·         Bullying and Hazing–Safety committee working on this policy.  House Bill–questioning if it fits or not. Amber reached out to a mentor and will get back to us. Won’t need a lot updated, but maybe a little bit of verbiage.  School safety–has to hire a school safety specialist, within our school.  Will be over our fire drills, emergency kits, trainings, etc.  Dorothy has a good article as a resource.

·         Building Use Policy–We own our building.  Should we be raising price for our building use?  Make them have an insurance policy for $1 million–usually only about $100 for someone to get insurance on the building.  Do not usually charge for people to borrow.  No changes.

8:24 PM **ACTION ITEM**

·         School Land Trust Committee Review–Updated and voted on at last meeting.

·         Utah Consolidated Application--Do not need to vote on

8:25PM·         After School Activities–approve after school activities that are director approved.  Clubs, school council, yearbook, play, etc.  Karen motions to approve.  Stephanie seconds.  Motion is carried.

8:27PM·         Kindergarten–full day kindergarten or keep our schedule the way we have it with half day and full day options.  Teachers want to keep it the same as is for the 2024-25 school year.  Dorothy motions to approve.  Zach seconds.  Motion is carried.

8:29PM·         Procurement Threshold–Part of our audit.  Increase our procurement threshold to $5,000.  We are currently at $1,000.  State wants us to match theirs. Stephanie motions to approve.  Karen seconds.  Motion is carried.

8:35PM·         Admissions Policy–Add founding members policy to the admissions policy.  Make changes that were addressed tonight. Josie Beth motions to approve.  Stephanie seconds.  Motion is carried.

8:40 PM **DIRECTOR’S REPORT**

·         Staffing Update:  We have hired Teresa Lee as our new SPED director consult.  No other changes.

·         Enrollment:  We are currently at 447.  Our Oct 1st count was 452. We have had a few more online applications submitted.

·         Student Achievement:  Showed pictures of the student displays in the halls also the ⅚ field work to Antelope Island.

·         Professional Development:  Gwen has been working with the teams to plan their expeditions and intensives coming up.  A real reading focus shift has happened in the 1-2 community.  Lot of small group support. We met our goal for the early literacy program with Acadiance Reading.

·         Public Relations:  Dalene has a meeting with Enrollhand to get the updated clips.  We will then have it submitted to Walker Cinemas.  Also, we have our upcoming ribbon cutting.

8:50PM CLOSED MEETING–No closed meeting

9:00 PM – ADJOURN:  Karen motions to adjourn.  Dorothy seconds.  Motion is carried.

\*Next scheduled Board Meeting Retreat Thursday, November 2, 2023