



PROMONTORY

school of expeditionary learning

BOARD OF DIRECTORS MEETING MINUTES

Thursday, October 20, 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-Zoom
Zac Davis

Officers

Amber Jenks
Jessica Wolf
Amy Rich--Zoom

Director

Jennifer Blaine-Zoom

Visitors

Hilary Gerhardt
Tammy Taylor
Officer Mabrey
Officer Freeze
Holly Jenks

7:16 PM – **CALL TO ORDER**

Welcome/Mission Statement and Pledge: Karen Braithwaite

7:20 PM – Training– Thoughts from book “Easy to Love Difficult to Discipline”

7:30 PM – **MINUTES:** 9-15-2022 Board Meeting Minutes. Karen motions to approve. Josi Beth seconds. Motion is approved. Zach abstains.

7:30 PM – **PUBLIC COMMENT**-No public comment

7:30 PM – **FINANCE REPORT**

Budget Review – Brian Cates: Proceeding through the fall. Thick of the audit. Fraud Risk Assessments, trainings completed, season of applications for grants. PTIF doing well. Up \$2500. Additional \$250 K into PTIF. Budget summary: at 6.7% forecasted operating margin. Cash position is healthy. 449 enrollment. Visit went well with Moody. Wanted info on COVID related funding. Michelle mentioned that the visit went well. Saw the vision of the

school. They were excited about the expansion again. Michael felt that this meeting went better this time than last time. Secured the USDA loan and the bank as back up.

7:40 PM – **BUSINESS ITEMS**

- NOVA Program—Officer Mabrey: Need a school resource officer. Police officers working with the youth and the school to work together to help youth in need. NOVA program: 13-15 week program taught at the 5th or 6th grade level. FERPA allows police officers information on active cases. Need something to be able to share information when there is no active case. Need an agreement for an SRO position with the school so the FERPA is not being violated. Refer to school for disciplinary action. Once resources have been used up at the school level, then we would go to the police. Board needs to decide if we want the program. Then decide what level we wanted to go with. Board could decide what officer we wanted to work with. Chief of Police would then decide if that officer would be appropriate. Officer Freeze –this would be an actual resource vs just an extra body. Salary would come from the school. Asked officer Mabrey to send us numbers for each draft. **Add to Retreat Agenda.**

- Safety Committee Update: No updates at this time.

Stephanie Quintero left the meeting at 8pm.

- Early Literacy Program: 1/2nd grade teachers have been hard to keep. Letters training. Readers are still missing the mark. Created a 5th 1/2nd grade class for reading instruction. Only 20 students in a reading class. Classroom teachers will teach traditional. Most capable workers are working with those with greatest challenges. Working according to skill levels. Gwen and RTI working with the highest skill leveled readers. Also have classroom aides and the SPED department to work with all the 1/2nd graders for an hour every day. Data is being collected to what pace and additional resources are needed. Data already proved that a shuffle was ready to be made.

- Key Policy—updated about a year ago. No changes needed.

- Library & Computer Use– #6 in computer use section. Check wording to clarify what it means. Change it to state—Student activity will be monitored. Dorothy will have something ready for Tuesday.—Table until next meeting

- Library & Computer Use Procedures—Clarify with librarians if lunch is an option time to check out books.—Table until next meeting

- Governing Board Policy—Needed to update the chair. Everything looked good.

- Maintenance of Effort—No changes.

8:20 PM **ACTION ITEM**

- Admissions Policy/Military Families—approve preferential status to military families. Military families will be given same enrollment status as siblings. Software doesn't allow more sections. Josi Beth motions to approve preferential status to military families. Karen seconds. Motion is carried.

Michael motions to approve the admissions policy. Zac seconds. Motion is carried.

- 8:26pm Gang Prevention Policy–Code updates, added codes to make references make sense. Removed some hyperlinks. Dorothy motions to approve. Becca seconds. Motion is carried.

- 8:28pm Integrated Pest Management Policy–Code updates and removed links. Karen motions to approve. Michael seconds. Motion is carried.

- 8:29pm Internet Safety Policy–Code updates. Zac motions to approve. Josi Beth Archibald seconds. Motion is carried.

- ERATE–Nothing to approve.

- School Land Trust Committee Review–website updated. Nothing to approve.

- Utah Consolidated Application–Utah Grants. Nothing to vote on.

- TSSA Plan–TSSA funds to pay for aides in every classroom. Continue same TSSA plan. Michael motions to approve. Zach seconds. Motion is approved.

- 8:41pm Building Expansion–vote on contractor. Finance committee working together to figure out funding and sent out reviews and proposals. Contractor called One West. Scores between two companies came out identical. Both were good companies. One West stood out a little more, came and took a tour of the building and have followed up from their visit. One West also has an in-house architect and has experience with Charter Schools. Dorothy motions to approve. Becca seconds. Motion is carried.

8:40 PM **DIRECTOR'S REPORT**

- Staffing Update: We have hired two additional SPED/Intervention aides. We have been lucky to get some highly qualified candidates. Luckily no one has quit yet due to the trauma of last week.

- Enrollment: We are at 447. October 1 count was 449. It's a good place to be. A few more have been added to the online applications.

- Student Achievement: A lot of beautiful artwork on the walls.

- 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 grades. Lots of small group support. Gwen will report on this if she is on zoom.

- Public Relations: Fantastic offer made to us by Enrollhand when we said we wanted to pause our services. We are paying less now.

8:50PM CLOSED MEETING–No Closed Meeting

8:50 PM – ADJOURN–Zac motions to adjourn. Dorothy seconds. Motion is approved.

*Next scheduled Board Meeting: Tuesday, October 25, 2022 (Board Retreat)