

PROMONTORY

school of expeditionary learning

Creating the Great Thinkers of the 21st Century

Board Meeting Minutes

Thursday, August 22, 2019

Attendance

Trustees:

Amber Edelman
Sharon Fairbourn
Valerie Neslen
Mindy Johnson
Michael Engh
Kassi Capener

Visitors:

Celeste Muhlestein
Jennifer Blaine
Heather Gardner

Director:

Jamie McKay

Officers:

Michelle Elgan
Paige Kearl
Loretta Muhlestein

CALL TO ORDER: 7:04 PM

- Welcome and Mission Statement – Amber Edelman
- Introduction, ask members to make board meeting a priority

Training: 7:12 PM

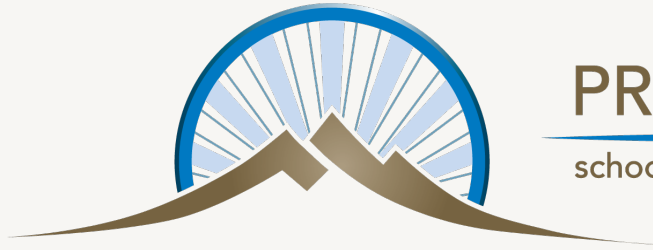
- Thank-you gifts for Jennifer Blaine and Heather Gardener and Heidi LeBlanc by Valerie
- Structures policy - covered Facilities, Great Thinkers, Multi-Age Classroom

Minutes: 7:55 PM

- **Action:** June 20, 2019 board meeting minutes. Kassi motions to approve the June 202019 minutes. Sharon seconds the motion. Passes unanimously. Mindy and Amber abstain
- July 24, 2019 board meeting minutes. No action taken. Will vote on this at next meeting.

Public Comment: 7:57 PM

- No public comment



PROMONTORY

school of expeditionary learning

Finance Reports: 7:58 PM

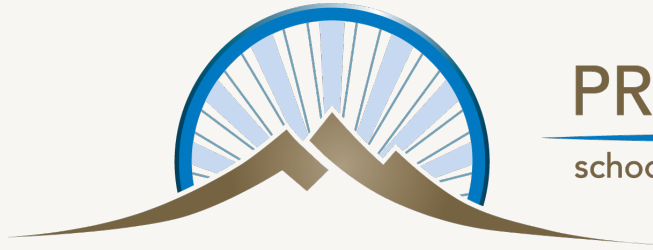
- Discussed 3% operating margin that was voted on in June due to \$in digital literacy. Matt will update. Matt to bring forecast of 440 enrollment to finance meeting

Business Items:

- Refinancing Options: 8:10 PM
 - Michael is working on this
 - Matt will find out what rate we can get from Bank of American Fork
 - Moody's want to do site visit, will give us a rate for no charge – question on yearly fee \$4500?
 - Refinancing will save us \$100,000 per year
- Policies: 8:27 PM
 - Board to review these this month
 - Review 3 policies, name on afterschool activities to be changed, Kassi will change
 - Michael to add to end of after school activities regarding no discrimination to race, gender, etc. Title IX
 - Delete first paragraph of fieldwork policy as it's contained in the new structure policy
 - She will resend
- Fall Retreat-Schedule and Plan: 8:37 PM
 - Amber will find a date for retreat through email
- Board Meeting Schedule: 8:47 PM

Action Items: 8:49

- **ACTION:** POP Homecoming and Spring Fundraiser: Mindy motions to approve the POP Homecoming Spring Fundraiser as proposed. Michael seconds the motion. Passes unanimously.
 - Dorothy to take aerial photos of west side and progress
 - Paige will talk to husband about concrete
 - Michelle Flynn's husband can probably get lumber and trusses donated for west side gazebo & deck
- Fall Retreat to be determined by Amber through email.
- **ACTION:** Early Literacy Plan. Kassi motions to approve the Early Literacy Plan. Michael seconds the motion. Passes unanimously.
 - Went through data and gained great understanding.
 - Discussed possibly communicating with parents so they understand the why behind the "required" screen time.
 - Discussed hired and hiring intervention specialists
 - Consider voting again next year?



PROMONTORY

school of expeditionary learning

- **Action:** Facility Finance.
 - Michael motions to pursue refinancing through bonding process. Sharon seconds. Passed unanimously.
 - Michael motions to hire Clint as a financial assistant. Amber seconds. Passed unanimously.

Director Report: 9:41 PM

- **Staffing Update:**
 - We are fully staffed, including PE Aide & classroom aide to replace Jennifer Blaine so she can do literacy aide
- **Enrollment:** – Current
 - Total: 444
- **Professional Development:**
 - All Day 8/30 Pot Luck lunch
 - Sept 15-17 Jamie to Moscow – write master class
 - Oct 2-4 – Mountain Leadership Cohort – Jamie & Danielle
- **Extra Curricular:**
 - Aug 27-29: 7-8 Kick Off
 - Sept 5-6: 5-6 to Hyrum Dam
 - Sept 23-27: 5-6 to Craters of the Moon

Closed Meeting:

- No closed meeting.

Adjourn: 10:01

- Sharon motions to adjourn. Amber seconds the motion. Voting is unanimous. Meeting adjourned.