



PROMONTORY

school of expeditionary learning

Board Meeting Retreat Minutes

Thursday, June 17, 2021

At 7:00PM

Trustees:

Becca Ashby
Mindy Johnson
Michelle Flynn
Dorothy Dobson
Lisa Holgreen
Michael Engh
Amber Edelman
Zach Davis

Director:

Jennifer Blaine

Visitors:

Tammy Taylor

Officers:

Janice Ward
Karen Braithwaite
Kristina Radtke
Amy Rich

7:05 Call to Order: Welcome and Mission Statement: Michelle Flynn

7:09 Training: Mindy Johnson: Structures Policy--study and revisit often

7:19 May 20, 2021 Board Minutes:

Mindy motions to approve. Michael seconds. Voting is unanimous. Motion is carried.

7:20 Public Comments:

No comments.

7:21 PM Finance Report:

Budget Review: Brian Cates

Budget summary as of end of May: 92% through fiscal year. Healthy operating margin. Adjusted forecasts. Under 6.7% Mark. High 80s and low 90s is where we want to see ourselves. Cash balance is good. Trending in the right direction. Enrollment is holding steady at 442.

Next Fiscal Year Budget: ESSER 3 cares over \$336,000. Additional funds to plan for--have the expenses so we can request the funds. Funds are good through September 2023. Forecast column is the final budget. Forecast is the budget for next year's budget. \$175,000 in December. Outdoor rec grant and outdoor classroom grant have a matching policy \$75,000 and \$10,000. Already in the bid process. 18 months to use outdoor rec and 12 months for outdoor classroom.

7:40 PM Business Items:

Recognition of Employees: 5 years of service awards: Tami Gerbich, Fred Allen, Jenny Hinrichsen, Susan Bennett, Rikki Malone, Shawna Andreasen, Amanda Bradford (Not Present) MaryBeth Farrer (Not Present)

7:54PM Peach Days Parade--POP: Amy Rich. Need to complete 2 applications. Peach Days parade on Friday and Saturday. Debbie has someone to drive the trailer. But pending on someone to put together the float. Friday kids only, Saturday is float only. School needs to complete application. POP doing the advertising regarding parades. Remember that the float represents the school. Permission slip needs to be signed for those who walk in the parade. POP also needs to be approved for fundraiser date April 20-23rd 2022. POP will look into other fundraising options. Smiths, Amazon, Box Tops, used uniform sale. Will approve this evening. Any additional fundraisers will need to be on the August agenda.

8:07PM US History Committee: Create a vision statement. Meeting next week, June 24th at 7:00PM in person. Come with bullet points and a vision of what you want it to be. Committee: Dorothy Dobson, Zach Davis, Amber Edelman, Mindy Johnson, Lisa Holgreen, Michelle Flynn, Karen Braithwaite, Kristina Radtke, Glenna Petersen. Not choosing a curriculum for them.

8:20PM Policies to Review:

Religious Resolutions: Dorothy wants to know what is being taught to students. Read to students within the first couple of weeks of school. Resolution is on the website. Make sure the Utah State Religious Resolution hasn't changed. Add resolution to policy. Incorporate 53G-10-02 and 203 into policy: respecting religious beliefs or others make sure to accommodate other's religion. Add a section in the ethics section of the employee handbook.

Reporting Arrests Policy: Update new code. Change anyone who gets arrested should need to report, not just those that drive.

Records Policy: Needs revision. We don't administer tuberculin tests. It mentions the district.

Procedure to Review Complaints: Change to Hold townhalls regularly. Comments to make updates.

8:36PM Medical Recommendations by School Personnel to Parents Policy: Change wording compared to Utah Code. More in the code now than when it was originally written. Table policy until August.

8:39PM Library and Computer Use Policy: Included chats and web as where they can use under teacher direction.

Michelle motions to approve. Lisa seconds. Motion is unanimous. Motion is carried.

8:41PM Audit Committee Members and Terms: members who serve on finance committee, they will also serve on the audit committee.

Michael motions to approve. Dorothy seconds. Voting is unanimous. Motion is carried.

8:42 Ratify Director: A lot of positive comments from staff from the survey that was sent out. Dorothy motions to approve. Mindy seconds. Voting is unanimous. Motion is carried.

8:44PM Next School Year Fundraisers:

Mindy motions to approve. Zach seconds. Voting is unanimous. Motion is carried.

8:45PM Ratify Board Members & Terms: Stephanie Quintero has stepped down from being a board member.

Amber Edelman: Board Chair

Mindy Johnson: Vice President

Lisa Holgreen: trustee --1 more year

Michelle Flynn: Trustee--1 more year

Janie Ward: Officer--1st year

Karen Braithwaite: Officer --1st year
Dorothy Dobson: Trustee--executive committee 1 more year on first term
Becca Ashby: 1st year. Trustee
Michael Engh: Treasurer--3rd year 1st term.
Zach Davis: Trustee 1st year.
Kristina Radtke--officer 1st year 1st term.
Amy Rich--Officer 1st year 1st term.
Lisa motions to approve members and terms for next year. Becca seconds. Voting is unanimous.

9:05PM Review/Ratify Committee: Update will be sent out to board members.
Mindy motions to ratify committees as discussed. Dorothy seconds. Voting is unanimous. Motion is carried.

9:07PM Early Learning Plan: Jennifer Blaine sent out early learning plan to be reviewed.
Zach motions to approve. Michelle seconds. Voting is unanimous. Motion is carried.

Next Fiscal Year 2021-22 Budget:
Michael motions to approve final budget for 2021-22 school year. Lisa seconds. Voting is unanimous. Motion is carried.

2021 Final Budget Approval:
Michael motions to approve final budget for next year. Dorothy seconds. Voting is unanimous. Motion is carried.

9:12PM Directors Report:
Melissa Marx is our new SPED Teacher. Rachel Hurlbert may be leaving as our kindergarten aide. Enrollment is at 437. 31 offers sent out yesterday, 16 still waiting on paperwork. 114 on wait list total. Could be 451 total if everyone accepts. Public relations: graduating senior posts on social media. Summer kindergarten program and parenting class. Student achievement: shared intensive pictures. Reviewed charter goal agreements. Professional development: Reading horizons training, Gwen meeting with teachers for personal help, planning or week in August. August 15th-17th at Bear Lake. Sunday and Monday night. Camping and food is paid for.

9:32PM Adjourn: Lisa motions to adjourn. Zach seconds. Voting is unanimous. Motion is carried.

*Next scheduled Board Meeting: August 19, 2021