



PROMONTORY

school of expeditionary learning

Board Meeting Minutes

Thursday, January 20, 2022

At 7:00PM

1051 W 2700 S Perry, UT 84302

Via Zoom

Trustees:

Becca Ashby
Mindy Johnson
Michelle Flynn
Dorothy Dobson
Zach Davis
Amber Edelman

Director:

Jennifer Blaine

Visitors:

Tammy Taylor
Debbie Payne
Brian Cates
Matthew Marshall

Officers:

Janice Ward
Karen Braithwaite
Amy Rich

7:05 PM – **CALL TO ORDER: Amber Edelman**—at anchor location at the school with a zoom meeting.

- Welcome and Mission Statement/Pledge of Allegiance – Michael Eng

7:12 PM – Training: Amber Edelman—School Fees Video from the Utah Association of Charter Schools

7:10 PM – MINUTES

- 10-28-2021 US History Meeting Minutes: NO changes. Michelle motions to approve. Lisa seconds. Mindy, Michael, Becca abstain.
- 11-18-2021 Board Meeting Minutes: No changes. Michael motions to approve. Zach seconds. Motion is carried. Amber and Lisa abstain.

7:20 PM – **PUBLIC COMMENT: No public comment**

7:30 PM – **FINANCE REPORT**

Budget Review – Brian Cates

Audit was completed. Finding that appeared on audit–budgetary compliance. It was a repeat finding: corrected action was required. Making sure any planned expenses show up on budget. PTIF to date interest earned is \$1700. Good place to have our cash reserves. Trending in the right direction. Budget Summary is as of the end of December, halfway through the fiscal year. Currently operating margin at 8.5%. Still healthy. Doing well as far as cash balance goes. Still a lot of COVID relief funding. Enrollment as of November was 448. Saw an increase in state revenue. Current enrollment at the beginning of Jan was at 440.

Michael: Finding was back in June. Spent more than what we had been approved. When talking about summer projects, we will take a fine-tooth comb regarding projects, so our expenses all line up.

Brian: This is a common finding across schools–Budgetary items. Especially in years with extraordinary expenses going through.

7:45 PM – **BUSINESS ITEMS**

- US History Committee: Almost done with equity and curriculum document. Finished with promontory equity document. Dorothy suggested we need to set up a time with teachers to discuss the documents with them. Jennifer said any Friday afternoon would be great–during staff meeting.
- Cash Disbursement: No changes.
- Cash Receipts: No changes. Michael said that the codes had not changed.
- Charter Agreement current: Amend it as recommended by roots and wings crew
- Charter Agreement original
- Child Abuse & Neglect Reporting: Need code updates.
- School Calendar/Friday Schedule: Michael suggested to add the board retreat dates. October Board meeting, move it to Friday and make it an all-day thing. Do it in April again for the spring retreat. Open discussion for Friday schedule: Jennifer–poll is one sided. Staff and parents. 212 voted yes. 31 voted no thank you. Reading data isn't showing as much growth as we had hoped. Dorothy: How did we talk about making it easier for parents? Michelle: Feels like a couple of her kids miss out on a full school day on Fridays. Another student goes in for an hour, but not a set schedule. Suggests having a set schedule to be able to get more out of it. Dorothy: From a teacher's perspective, you can't always do the enrichment activities with a full class like you can on Fridays. Dorothy would have loved it as a teacher. Lisa has loved the Friday check in. How are students checking in? She does the computer work and then whatever else she has to do with them. She loves the one-on-one time to work with them. Janice also loves it. Allows parent-time to help with math and reading. Also, gives them a day to learn and explore as a family. Michael: It's been good for his kids. Would like to have some ideas from the teachers for suggestions on what the kids could be doing.
Take home projects, more ideas to work on at home, regular fieldwork on Fridays.

Table this and put the school calendar on for next month.(Action Item) Dorothy suggested we talk to the teachers and get their input as well.

8:19PM• School Land Trust: Becca is not ready to present the School Land Trust to the board. Jennifer submitted a report to keep us up to date. Michael: Need to get a report on how things are going with our plan. Jennifer will discuss in her director's report. Next month review the draft for next month's report. Internet safety–goes along with the School Land Trust. Jennifer—we have ETS as our IT managers, also Go Guardian that will alert us to anything inappropriate. Also teach digital safety to the classes.

8:23PM• COVID-19–Amber brought up the possibility of the district moving their schools to remote learning for five days, possibly longer. Numbers keep going up. Dorothy–what are they hoping to accomplish? Amber: hoping to slow the spread of COVID and keep more of it out of the school. Jennifer mentioned that they are also having a hard time keeping staff at the school. Currently we have 10 active cases. Michael thinks as long as we are doing fine, we should keep our doors open. The entire community needs to stop, not just our schools. Jennifer mentions that we have quite a few students absent in each class, but probably still more beneficial to have students in the class. Frustrating for the teachers to have students both online and in class.

8:30 PM **ACTION ITEMS**

- Attendance Procedure Policy–Dorothy motions to approve. Michelle seconds. Motion is carried.
- Attendance Policy–Lisa motions to approve. Zach seconds. Motion is carried.
- Assurances Policy–Michelle: just needed formatting. Table assurance policy. Not going to do anything with it.

8:37PM• Board Member Screening–No changes. Had some discussions on it, but didn't make any changes. Remove the word NEW. Michael motions to approve. Mindy seconds. Motion is carried.

- Building Use–Worked on it back in November 2020, but never voted on. Changed PAC to POP. Michelle motions to approve. Dorothy seconds. Motion is carried.

8:41PM• Bullying and Hazing–Code updates. Make sure codes are correct. Michelle will comb through it and make sure it's correct. **Table until February.**

- Bylaws–Table
- Equity Instructional Policy–Table until ready
- ERATE: we still use ERATE for technology projects, but not this year. Kill item. No need to discuss.

8:45PM• Family Handbook–Finished and posted online. Mainly formatting changes. Content didn't change. Kill item. NO need to vote on Family Handbook.

8:46PM• Registration Paperwork–no changes. All online still. Nancy will send out next month. Next lottery runs in February. **Table until February.**

8:48PM• School Fees– \$97 for 7/8th grade students, free/reduced lunch–free or reduced. Keep same this next year. Listed for two months and then have it approved. Have Jennifer send out a letter to parents.

8:50PM• POP Spring Fundraiser–Playground repairs with the fundraiser money, Basketball hoops for younger kids, hopscotch, clean up the dead grass area. Zach motions to approve. Mindy seconds. Motion is carried.

8:54PM• Blues for Books Fundraiser –similar to what we have done in the past. Mindy motions to approve. Zach seconds. Motion is carried.

Monday January 31, 2022, at 7:00 Expansion Committee–7/8th graders will discuss dance ideas–will need to be voted on.

8:57PM **DIRECTOR'S REPORT**

- Staffing Update: 15 applications for kindergarten position, hiring for a 3-4 aide for Merkley's class, also need to hire for a night sanitizer
- Enrollment–holding at 440. Enrolled a new 5th and 7th grader. 59 students are enrolled for next year. Most are kindergarteners. Feb 17th will run lottery for kindergarten.
- Student Achievement: reading in 1st and 2nd grade. Seen some significant improvement. Goal is to have 80% of students in the green. About half. We would like to see it increased.
- Charter Agreement Goal–student attendance rate goal is to have 94%, no report in aspire, only 38% of students are at the goal. Within year enrollment 84% of students continuously enrolled throughout the year. 40% K-8th graders with year to year enrollment.
- Professional Development–Conscious discipline training January 14th went well. Bonding experience and opened our minds about how to help children self-regulate. Peer observations are going great.
- Public Relations–fliers delivered to preschools. Flyer also posted in the BENJ, also post fliers around town.
 - School Land Trust: final report showed that last year our reading level percentages remained at 62%, our goal is 80%. We have a plan in place already.

9:17 PM – ADJOURN: Dorothy motions to adjourn. Michael seconds. Motion is carried.

*Next scheduled Board Meeting: February 17, 2022