

PROMONTORY

school of expeditionary learning

Creating the Great Thinkers of the 21st Century

Board Meeting Retreat Minutes

1187 Michelle Drive

Brigham City, UT 84302 &

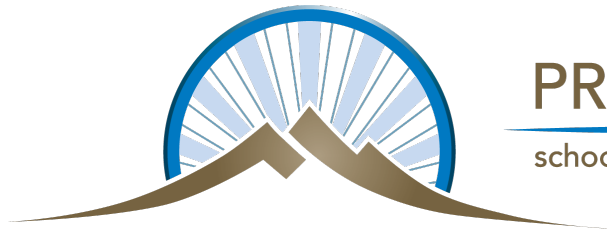
1051 South 2700 West

Perry, UT 84302

March 30, 2018 7:00 PM

Attendance:

- Board Members:
 - Jennifer Blaine
 - Sharon Fairbourn
 - Kassi Capener
 - Heather Gardner
 - Corrine Keller
 - Jamie McKay
 - Valerie Neslen
- Visitors
 - Lara Riley
 - Marcie Mitchell
 - Shanda Parkinson
 - Shiree Case
 - Melissa Hindman
 - Jane Grimmett



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11:10 AM- Call to Order

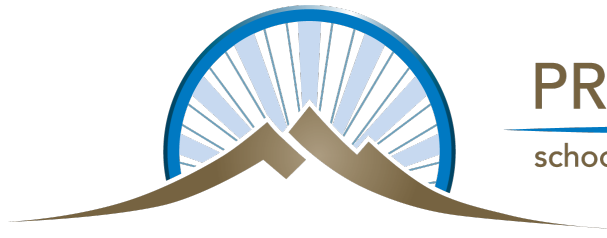
- Welcome- Kassi Capener
- Mission Statement- Jennifer Blaine

11:19 AM Business

- New Board Member Training-Jennifer
 - Purpose-The school board provides assurance that the vision and mission of Promontory stays alive and thrives. The school board oversees the financial well being of the school. If Promontory is a ship then the board is who decides where the ship is going. The administration are the ones steering the ship. The staff and students are the crew manning the ship. The school board answer How well... and the administration answers how will... The board speaks with one voice, with a vote while in a public meeting. A board member alone carries no decision making power.

1:00 PM -Discuss Mega Celebration-

- Kindergarten-4:30 PM scheduled COL. Ask Mrs. Moyer if she wants to add the COL to the mega celebration or keep it at designated time.
- Valerie Neslen- Schedule of Events
- Purpose- School Unity
- Friday May 18-Tentative Date
- Inviting VIP from the community and state board of education
- Speaker- Someone to promote the school and the celebration
 - Jamie McKay
 - Jennifer to MC and introduce Jamie
 - Sound System; Megan is working on getting outdoor sound system
 - DJ: Same girl as last year-Jamie has her contact information

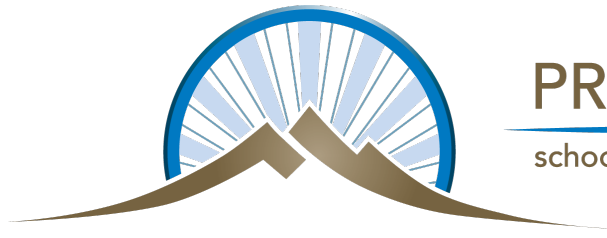


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- MC candidates throughout the night: Danielle, (possible) 7/8 student
- Children's choir
 - All who are singing wear fieldwork shirts
 - Wax museum participants can wear costume
 - t-shirt-Kassi and Sharon will discuss what direction to go with the t-shirts. Will check in with Valerie April 13.
- Ribbon and Scissors
 - scissors- Kassi, Jennifer Christensen
 - Ribbon- Jennifer
- Setup
 - Chairs-Sharon
 - -reserve chairs for handicap and elderly and VIP
 - standing/blankets/camp chairs
 - Sound System- Valerie, Jamie, Megan
 - Signs- Jennifer
 - at the pavilion
 - Signs to put around the celebration
 - Parking- Shanda and Valerie (Kristi Bows?)
 - Communicate with Perry City
 - Volunteers to help direct traffic
 - Food -Danielle, Sheri, Marcie, Jane
 - Perry City approved Food Trucks

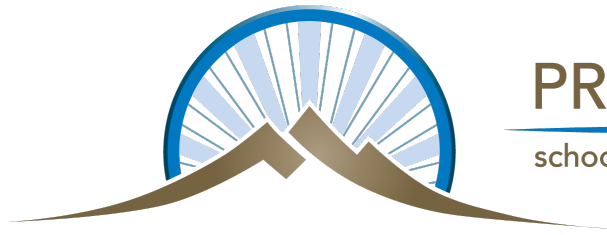


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- Sheri drew a great map depicting school where to place events
- Inviting Food trucks and coordinating
- Committee will decide if to have school kitchen provide food
- Fundraiser-
 - Silent Auction- Shiree
 - 1-2 baskets per crew- Marcie, Melissa, Jane
 - Communication-Marcie
 - There needs to be one collection place for moneys
 - Baskets location: TBD
 - Proceeds to go for: Outdoor Wifi
 - Sponsor a plant/landscaping element- Shiree
 - Tours- Jenn and her Development crew (wear a bright standout color)
 - Advertising/PR/Communication with families before event- Kassi, Sharon, Rebecca Ciseros
 - VIPs, who they are; contact them, send invitation and reserve parking
 - Will receive a fancier invitation
 - Communicate with staff -Jamie
 - Communicate with Jamie -Valerie
 - Communicate with Families – Jen, Kassi
 - emails, flyers (Student council at pickup), facebook, newspaper, newsletter
 - Invitations -LeAnn
 - Flow of Events- Valerie, Lara



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- How to get volunteers to 'man' different areas or events
 - Staff
- **ACTION:** 2:30 PM- Valerie motions to approve to adjourn. Heather seconds the motion. Passes unanimously.