



PROMONTORY

school of expeditionary learning

BOARD OF DIRECTORS MEETING

November 17, 2022

7:00PM

1051 W 2700 S

Perry, UT 84302

Trustees

Michelle Flynn
Josie Beth Archibald
Michael Engh
Zach Davis
Dorothy Dobson
Becca Ashby
Stephanie Quintero
Amber Edelman
Karen Braithwaite

Director

Jennifer Blaine

Visitors

Tammy Taylor
Susan Bennett

Officers

Jessica Wolf

7:04 PM – **CALL TO ORDER**

- Welcome/Mission Statement and Pledge: Josie Beth Archibald–Always a way to get to yes.

7:08 PM – **Training:** December 15th possibly having a Board Christmas dinner. 6:00PM. Communication between board members, parents, school. As a board we speak as “one voice”. Creates transparency. Board Room is publicly noticed meeting, gather as a quorum (we need 5 trustees to have a quorum). Parent hat vs board hat. Set aside parental convictions and put the school as first priority. Documentation of school framework, board decisions, school promotion, and reporting. Verbal communication–regular scheduled meetings, town hall meetings, back to school night, parent information meetings. Town hall is an open agenda–can allow questions. Must communicate with–authorizer, administrator, media, staff and faculty, parents, students, and larger community. Meet regular reporting requirements, engage in school performance, provide notification of changes, provide notification when there are accomplishments, and provide notifications of potential problems. Video on explaining motions.

Schedule Town Hall Meeting in January–building expansion, curriculum.
Schedule a governing Board visit day.

7:44 PM – **MINUTES**

- 10-25-2022 Board Meeting Minutes–Stephanie motions to approve. Josie Beth seconds. Karen abstains. Motion is carried.

7:45 PM – **PUBLIC COMMENT**–No public comment.

7:45 PM – **FINANCE REPORT**

- Budget Review – Michael Engh. PTIF report: investment account. Last month added \$250,000. Now have \$1.5 million in account. 1/3 of way through the year. Local revenue 9.5%-- about normal. State revenue 34%, federal revenue nothing coming in at this time. Operating margin 6.78% is good. Debt/service ratio 1.79%. 203 business days on our reserve. Enrollment 445 as of end of October. Looking good as far as financial standpoint.

7:55 PM – **BUSINESS ITEMS**

- Medical Recommendations by School Personnel to Parents–Formatting and updating codes. Recently approved. Move forward.
- Metadata Dictionary–student data privacy. Link is on our website. Requirement.
- Metadata Data Element Definitions–Link on our website. Another requirement.
- Expansion Project–Recently got the rating so we can get bonded. Hired One West to be contractor. They have an architect in house. Discussed building up and not out. Looking at options.

8:11 PM **ACTION ITEM**

8:25PM • POP Spring Fundraiser–Haley Hemphill. Spring fundraiser in May or end of April. Online silent auction baskets. Community involvement from local businesses and parents. Possibly having food trucks–during Celebration of Learning. POP needs ideas of what school needs to use the fundraiser towards. **Table to January.**

- NOVA Program–Stephanie is looking into a grant. Not sure the grant can pay wages, but can pay for training. Approve the NOVA program in our classrooms. Michael motions to approve. Stephanie seconds. Motion is carried.

- Spring 7/8 Intensive Overnights–NONE for this year.

8:35PM• Spring Expedition Approval: Need a kickoff for Kindergarten signs and symbols.

7/8 Great thinkers–too open, but students are doing their passion project. Need women represented as great thinkers. Suggested not watching movies for kickoffs.

Dorothy motions to approve with understanding that Jennifer shares our concerns with teachers. Karen seconds. Motion is carried.

- Winter Bonuses–Michael Engh: provide staff with winter bonus. Jennifer has a worksheet with everyone’s name. \$100 part time, \$50 less than part time, \$200 full-time. \$10,900 total amount for bonuses. Total \$11,400 with Jennifer’s bonus. Zac motions to approve. Stephanie seconds. Motion is carried.

- Intensive Update–Do not need to approve. Dorothy had a hard time differentiating between adventure and learning.

9:20PM• Communication Plan with 5/6 & 7/8 for High School–high schools come and present to our graduating 8th graders in February. Checklist of how to survive the middle school. **Table to January.**

9:24 PM **DIRECTOR’S REPORT**

- Staffing Update: Ralph Bennett has been hired to work full time as a SPED secretary/aide. He will be trained to help teachers with their IEPs. The art/PE aide resigned. We are hiring one more SPED aide, and an aide for 3-4 classes for two days a week. We will be contracting with Mr. Flynn to be our Owner’s Representative for the expansion project. With Mrs. Reeder retiring, her job position will be posted in January.

- Enrollment: Three students have moved since last month. Our current enrollment is 441. We have offered two first grade positions and one spot for 6th grade for January.
- Student Achievement: Student-Led Conferences, Performances by our choir and orchestra, Veteran's Day Program, Respectful Mega Crew Meetings.
- Professional Development: Consistent aide trainings with stipends, leadership training from Gwen, Peer observations starting.
- Public Relations: Dalene has been updating the Instagram posts with videos. Parents on tours this month have been impressed with our school.

9:31PM **CLOSED MEETING**—No closed meeting
Christmas dinner December 15th 6:00PM

9:33 PM – **ADJOURN**: Stephanie motions to adjourn. Becca seconds. Motion is carried.

*Next scheduled Board Meeting: January 19, 2023