



# PROMONTORY

school of expeditionary learning

## BOARD OF DIRECTORS MEETING

February 16, 2023

7:00PM

1051 W 2700 S

Perry, UT 84302

### **Trustees:**

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

### **Officers:**

Amber Jenks  
Jessica Wolf

### **Director:**

Jennifer Blaine

### **Visitors:**

Tammy Taylor

### 7:08 PM – **CALL TO ORDER: Amber Edelman**

- Welcome/Mission Statement and Pledge: Dorothy Dobson

7:14 PM – Training: Grievance Policy-how to handle complaints and grievances at Promontory

### 7:30 PM – **MINUTES**

- 01-19-2023 Board Meeting Minutes: Dorothy motions to approve. Karen seconds. Motion is carried.

7:31 PM – **PUBLIC COMMENT:** Amber Jenks wants to know when to hold the general POP meeting? Suggested to do it the night before April Board Meeting.

### 7:32 PM – **FINANCE REPORT**

- Budget Review – Brian Cates: Education funding looks good for next year. WPU is 6%, with additional percentages wrapped up in the WPU. Will get further clarification in the upcoming months. PTIF is doing well. Interest earned through end of Jan is over \$24,000 reinvestment amounts from just under \$5000 to \$5500 in January. Should see increase in interest. Budget Summary: As of end of January we are at 58% through fiscal year–5.3%

forecasted operating margin. Cash balance looks good—starting to level off which is normal for this time of year. Enrollment is looking strong at 442 as of end of January.

Michael brought up that about half of us have completed the audit training.

Operating money went down a little due to moving money around for the expansion.

#### 7:40 PM – **BUSINESS ITEMS**

- Expansion Update—Property is on a slope. Originally had exit doors on west side—suggested moving the exit doors to the other side of the building. Blue stakes happening now. Things are moving along. Got responses back from six firms on bond. Will save us a lot of money in the long run—lower interest rate. RW Baird. Closing mid May and construction will start shortly after.
- Lottery—ran the kindergarten lottery today.
- Spring Retreat Date—Corinne location. April 27th Thursday 9am-2pm
- School Report Card/Self-Reported Indicators—USBE produced and we get a grade. Dorothy wants it to be completed. So much is done that isn't reported on tests. High quality work. Social/emotional learning. Passion projects. Celebration of Learning. Student Led Conferences. Passages. Intensives—real life experiences. Flexible Friday. Expeditions. Placed students on the hiring committee. Great thinkers. Aide in every classroom. Dorothy will start by looking at the structures policy and will send it out to see if anything needs to be added.
- Records Policy—Minor changes. Everything was resolved. No updates.
- Religious Resolution—Discussed it in the super crews. Made it available to every person. No changes.
- Reporting Arrests—No changes.

#### 8:00 PM **ACTION ITEM**

8:02PM· 2023-24 School Calendar— October 16th off instead of January 2nd—keep it as close to the district as possible. Josie Beth motions to match Box Elder School District calendar. Karen seconds. Motion is approved.

7:45PM· Expansion Financial Business—approve RW Baird bonding council. Michael approves. Zac seconds. Motion is carried.

8:05PM· Procedures to Review Complaints—change title to Parent Complaint Policy. Michelle motions to approve policy renaming it to the Parent Complaint Policy. Dorothy seconds. Motion is carried.

8:06PM· School Fees Policy—Proposed that we put \$97 student fee towards technology. Zac motions to approve. Becca seconds. Motion is carried.

## 8:10 PM DIRECTOR'S REPORT

- Staffing Update: Interviewing happening for open teaching positions. 95% of the staff say they are returning next year on the intent to return forms that are coming back. That is exciting. Currently interviewing for second Kinder teacher, fifth 1-2 teacher, Lynette's spot in 3-4, and a part-time art teacher, 5-6 teacher moving out of state. Jenn Dabb will be focusing on facilities and yard half of the day.
- Enrollment/ Lottery: 2019-22 total kindergarteners on waitlist was 70. 20-21 had 58, 21-22 had 70, 22-23 had 69, already we have 87 on the lottery. 30 full time kindergarten, 22 for half day kindergarten.
- Student Achievement: Readers theater, social skills, and dancing.
- Professional Development: Weekly sessions in team planning meetings. Professional Self-improvement plans on February 17th with reporting to the team the next week about goals. Planning professional development for June 5-6, teachers will be paid for these days plus 3 planning days on their own with PCBL grant funds
- Public Relations: Kindergarten enrollment published on our social media sites, fliers given to preschools, and ad run in the Shopper and Box Elder News Journal. Campaign with Enrollhand to focus on "bright children" who are bored in school, focusing on our enriching programs at Promontory. Senior spotlights started. We already have 3 back from our seniors graduating high school this year. Video ad from Enrollhand. Stickers for cars.

8:25PM CLOSED MEETING–No closed Meeting

8:30 PM – ADJOURN–Michelle motions to adjourn. Stephanie seconds. Motion is carried.

\*Next scheduled Board Meeting: March 16, 2023