

BOARD OF DIRECTORS MEETING

May 18, 2023

7:00PM

1051 W 2700 S

Perry, UT 84302

**Trustees:** **Director:**

Michelle Flynn Jennifer Blaine

Amber Edelman

Becca Ashby **Visitors:**

Karen Braithwaite Tammy Stutznegger

Michael Engh Brian Cates

Stephanie Quintero Susan Bennett

 Matthew Flynn

**Officers:**

Amber Jenks

7:05 PM – **CALL TO ORDER:** Amber Edelman

•         Welcome/Mission Statement and Pledge:  Michael Engh

7:10PM – Training–

Matthew Flynn–Owner’s rep for school expansion project.  Got full plans set back.  Expansion committee will do a pre-construction meeting soon.  Will be receiving a moving container Monday.  Good team with One-West.  So far so good everything is going well.  As owner’s rep responsibility is to do everything correctly, and no pieces are being left out.

7:11PM–Staff Recognitions–Glenna Petersen 5 years, Esther Montgomery 10 years, Jenn Dabb 10 years, Brittnie Thompson 10 years, Lynette Reeder retiring.  Not present:  Dawn Erickson 5 years, Heidi Felshaw 10 years, Cameron Anderson 5 years, Michelle Newton 5 years.

Michael Engh farewell gift.

7:28pm Board Goals–Think about the things that we can improve on. But also think about the strengths.

 7:40 PM – **MINUTES**

·         04-20-2023 Board Meeting Minutes:  Karen motions to approve.  Stephanie seconds.  Motion is carried.  Amber abstains.

·         04-27-2023 Board Retreat Minutes:  Michael motions to approve.  Becca seconds.  Motion is carried.

·         05-15-2023 Board Meeting Minutes:  Stephanie motions to approve.  Karen seconds.  Motion is carried.  Michael abstains.

7:41 PM – **PUBLIC COMMENT:**  Karen asked if the school needs help moving some of the classrooms for the construction. We will be asking for volunteers for June.  Jenn Dabb will need to move out of art room and special education department.  Amber Jenks had a parent voice a concern to her—to have an 8th grader as office aides, etc..  Amber Edelman also received the message and will respond to it.

7:31 PM – **FINANCE REPORT**

·         Budget Review – Brian Cates:  PTIF funds continue to improve.  As of end of April we are 83% through fiscal year.  Cash balance is flattened out which is normal.  Enrollment as of end of April we are at 433, holding pretty steady.  Working on putting together a budget for next year.  Fraud Risk Assessment–do on annual bases.  Do as part of the finance meeting.  Submit it towards the end of the year.  Our score was 350 last year–moved up to 355 this year. Auditors look to see if this report has been completed. It is just a series of questions pertaining to questions, and policies to prevent fraud.

7:45 PM – **BUSINESS ITEMS**

·         Staff Recognition–Discussed during the training.

·         Expansion/Construction Update–Monday's emergency meeting was to move the $500K so that we didn’t have to take the funds from salaries.  Brings it down to $540K or lower.  Bonds sold quickly.  Meeting Monday to sign the closing documents. Discussed possibilities of doing a groundbreaking ceremony.

·         Fraud Risk Assessment–Discussed during the finance portion of the meeting.

·         Suspension & Expulsion–Suggested adding another subtitle–adjust the formatting.  Get procedures and make sure the policy and procedures meet up.

·         Test Administration–No changes

·         Transfer & Withdrawal–No changes

·         Travel Policy–No changes

 8:05 PM **ACTION ITEM**

·         Next Fiscal Year Salaries/Wages–5-6% raise  Part time beginning $15 an hour.  SPED $17 an hour. 29% increase overall for raises and extra teaching positions without adding more students.  Stephanie motions to approve.  Michelle seconds.  Motion is carried.

·         Current Fiscal Year Final Amended Budget–Table to June

·         Next Fiscal Year Budget–Table to June

·         EOY Bonus–Offer Jennifer an end of year bonus.  Karen motions to approve.  Stephanie seconds.  Motion is carried.

·         Fall 7/8 Overnighter Kick-Off.  Michael motions to approve.  Becca seconds.  Motion is carried.

·         LEA Licenses–Approved last year’s LEA licenses, but we need to approve one for Sandy Christensen.  Nicole Sprinkle and Lydia Munoz LEA licenses for the beginning of the year.  Karen motions to approve. Stephanie seconds.  Motion is carried.

·         Board Members–table until June.  Have three people to interview.

·         School-Based Mental Health Screening–Case by case screening.  Jennifer Blaine will complete form for the state.  We do participate. Motion to approve that we hold school based mental health screening on a case by case and we do participate in the program.  Michael motions to approve.  Stephanie seconds.  Motion is carried.

·         Emergency Plan–Changed incident commander to Director. Table to June.

·         Structures Policy–Adding purple heart and conscious discipline.  Table to June.

·         Title 1 Student and Family Engagement Policy–POP section was updated. Michelle motions to approve.  Karen seconds.  Motion is carried.

8:40 PM **DIRECTOR’S REPORT**

·         Staffing Update: I am still looking for one kindergarten aide for next year.  All of the other positions have been filled.  Staff agreements are in the process of being handed out.  I created appointment sign-ups for interested staff so that I can spend quality time discussing their performance and goals. I am excited to work with all of our staff again next year along with these new hires.

·         Enrollment–Total enrollment at 432.  Next year we already have 423 fully enrolled with paperwork completed with another 13 waiting on paperwork.  440 with all offers out.  We are in really good shape.  42 8th graders.

·         Student Achievement:  Mega celebration - Great success.  Concerts (percussion, orchestra, choir) Lots of Fieldwork.  RISE testing and end of year DIBELS testing Passages.  Mega Crew in person about kindness

·      Charter Goal Agreement: Board Performance and Stewardship: Ethical Conduct—No violations of statue, State Board rule, or charter agreement. Board Member Development: 100%, Regulatory and reporting compliance: Percentage of all required reports that are submitted to state agency complete, accurate and on time--100%, regulatory and reporting compliance: articles of incorporation, bylaws, and charter are all in agreement—100%

·         Professional Development: System wellness conference Monday and Tuesday very insightful and affirming for me, we are building an emotionally healthy workplace and school. Personal reviews for each employee as the agreements are extended for next year, emphasis on growth and personal goals.  June 2nd and 5th PCBL meetings

·         Public Relations:  Social Media posts, video advertisement with Walker Cinemas.

In 32 weeks students frequently using Amira significantly outpaced typical growth.   Words read 4.53M and minutes read 55.29K. .

 8:45 PM – ADJOURN.  Michael motions to adjourn.  Michelle seconds.  Motion is carried.

 \*Next scheduled Board Meeting:  June 15, 2023