



PROMONTORY

school of expeditionary learning

Board Meeting Minutes

Thursday, March 18, 2021

At 7:00PM

Attendance: Virtual Zoom Meeting

Trustees:

Amber Edelman
Michelle Flynn
Mindy Johnson
Lisa Holgreen
Michael Engh
Dorothy Dobson
Stephanie Quintero

Visitors:

Tammy Taylor
Glenna Peterson
Brian Cates
Valerie Neslen
Gwen Andrus
Hollie Peterson

Officers:

Paige Kearl
Celeste Muhlestein

Director:

Jennifer Blaine

7:04PM – CALL TO ORDER

- Welcome and Mission Statement –Mindy Johnson
- Pledge of Allegiance – Mindy Johnson

7:08 PM – Training: Amber Edelman

School Finances in Utah. Sources of funding: 1) Local Revenue: can be spent as the school directs with some minor exceptions 2) State revenue: Utah legislature funds education through the minimum school program. They have their own restrictions. 3)Federal Revenue: Individuals with Disability Education Act and ESSA, NCLB. State Funds flow to school in month allotments of 1/12th of the school's annual funding. Local Funds come as they are raised. Some Federal funds come on a reimbursement basis.

7:35 PM – MINUTES

- February 18, 2021
Michael motions to approve. Lisa Seconds.
Amber Edelman-aye
Michelle Flynn-aye
Mindy Johnson-abstained
Lisa Holgreen-aye
Michael Engh-aye
Dorothy Dobson-aye
Stephanie Quintero-aye
Motion is carried to approve Feb 18, 2021 minutes.

7:36 PM – PUBLIC COMMENT: No Public Comments

7:38 PM – FINANCE REPORT

- Budget Review – Brian Cates: Revenue is still between 3-400 a month. 67% through fiscal year. Local revenue at 77% of funds. State revenue at 68%. Federal Revenue comes as we spend it—majority of those funds have not been requested. We have a 7% operating margin. Enrollment holding steady at 442. There are 25-30 state line items that are reviewed at finance meeting. Michael: PTIF report—balance going down (saving account to earn interest). Federal reserve dropping interest rates; therefore, our interest rate is low. It is tied to what the federal reserve is doing.

7:46 PM – BUSINESS ITEMS

- **COVID Update:** Michael: Trends are looking good across the state. Starting to come down and heading in the right direction. Averaging 100,000 shots a week in Utah. Continue to see numbers decrease. Jennifer: Masks will be required through July unless we hear differently. We may have choices after April 10th. Current COVID cases: 0 with 5 students on quarantine. We have been consistently low. Amber: What can we do to prevent learning loss during the pandemic? Celeste: Friday time has been great to allow kids to get caught up.
- **Family Handbook:** Jennifer has updated the handbook. Pack updated to POP. Added holidays section: holidays are celebrated in an inclusive and educational manner with wellness policy in mind when the celebrations occur. Grading has also been explained in more detail.
- **EL Committee:** Dorothy: First meeting was held on Tuesday. Great meeting with a lot of talking. Handed out assignments to look at different schools and different aspects to look at in the future. Amber: What did the teachers feel about it? Dorothy: Felt like teachers were very supportive. Their thinking was in line with ours. Making sure practices stay through new administrative changes when they come.
- **7:58 POP Organization:** Celeste: We do not have a board for next year. No volunteers. Nobody showed up. Does not know what the plan is going forward. Amber: Lets plan on talking afterwards
- **Spring Retreat Date:** April 30th 9-2:30pm: Addressing EL options.
- **8:05 Policies to Review:**
 - **Founding Member Policy:** No changes
 - **Fundraising Policy & Employee Relationships Disclosure Policy:** Section C.3.d - References state code 53A-11-1205-1208. That code was moved to 53G-7 and the referenced sections need to be 53G-7-704 - 708. Section F.1.a.8 - Reference to state code 53A-1-402.5 was moved to state code 53E-3-512. R277-107.
 - **Gang Prevention Policy:** Reference the Utah State Code 53E-3-509 in the Purpose paragraph, and then update that reference statement, and we should be good to go.

8:10PM ACTION ITEMS

- **8:14 Cash Disbursement Policy**
Michelle Motions to approve. Dorothy Seconds.
Amber Edelman-aye
Michelle Flynn-aye
Mindy Johnson—abstained
Lisa Holgreen-aye
Michael Engh-aye
Dorothy Dobson-aye
Stephanie Quintero-aye
Motion is carried.
- **8:30PM POP Fundraiser Proposal:** We will do a field day/triathlon. Running, walking around track. Hula-hoop contests, tire races. Complete a presidential fitness award. Snack area with fruits, water. Race and cheer on other communities. Receive a rubber bracelet. Start Date June 2nd. Fund plexiglass stain windows and telescopes. \$220 for bracelets. \$75 for equipment and supplies. Fitness and wellness policies and service component. For students only. Each community will spend about 20 minutes outside doing events. Parents can come and watch. If each family donate \$35, we would meet the goal.

Baskets Fundraiser. Assembling baskets and asking for donations. Estimated for the process to start April 5th. Auction May 21st-28th online. Pick up item at the school on June 2nd. Celeste working on internet platform to use for bidding.

Lisa Motions to approve. Stephanie seconds.

Amber Edelman-aye

Michelle Flynn-aye

Mindy Johnson-aye

Lisa Holgreen-aye

Michael Engh-aye

Dorothy Dobson-aye

Stephanie Quintero-aye

Voting is unanimous. Motion is carried.

- **8:36PM Fieldwork & Overnight Policy**

Mindy motions to approve changes. Dorothy seconds.

Amber Edelman-aye

Michelle Flynn-aye

Mindy Johnson-aye

Lisa Holgreen-aye

Michael Engh-aye

Dorothy Dobson-aye

Stephanie Quintero-aye

Voting is unanimous. Motion is carried.

- **8:39PM Board Vacancies**—Paige is stepping away at the end of this year and 1 more trustee. We can have as many more officers as we want.

Michael motions to approve to post vacancies. Mindy Seconds.

Amber Edelman-aye

Michelle Flynn-aye

Mindy Johnson-aye

Lisa Holgreen-aye

Michael Engh-aye

Dorothy Dobson-aye

Stephanie Quintero-aye

Voting is unanimous. Motion is carried.

- **School Calendar**—Wavier in place to keep Fridays as instructional days.

Michael motions to table school calendar. Lisa Seconds.

Amber Edelman-aye

Michelle Flynn-aye

Mindy Johnson-aye

Lisa Holgreen-aye

Michael Engh-aye

Dorothy Dobson-aye

Stephanie Quintero-aye

- **8:49PM Business Admin Report & Board Review 990--** Board does not need to approve these forms at this time.
- **8:52PM School Land Trust Progress Review**—Michael: No end of year testing through Acadience. No data points to finalize last year's points. Looking at the middle of last year to middle of this year. Comparing that they are trending to meet our goal. 80% are reading at grade level at end of the year. Continue to use funds to supplement the aids in each classroom. No need to vote this month.

- **Next Year Plan, Signature Form, Safe Technology & Digital Citizenship:** Put on next month's agenda.

- **8:54PM DIRECTOR'S REPORT**

- **Staffing Update:** hired two more SPED aides. Mary Beth received mission call, leaves in July. We have many qualified candidates. Possibly may have one more teacher leaving but waiting another couple of weeks to announce.
- **Enrollment & Lottery:** Enrollment is at 442 with 1 more student just added in 8th grade. We will start offering spots next year as get the current registration done. Kindergarten is full with 9 on the waitlist. We have students in every grade on our waitlist.
- **Student Achievement:** Suggest we submit the same plan for next year as we submitted this year: reading goal of 80% of our 1-3 students will be readying at grade level by EOY. We still have work to do to get to our goals. With the OEK funding, we will be purchasing supplies and curriculum for more effective reading instruction. 7th and 8th grade data from MOY Rise testing are very concerning. Is this because of COVID?

Charter Agreement Goal: Financial Performance & Sustainability: Covered a lot already from finance summary. Audit finding or recommendations: Board goal no findings. Last year 1 finding. Board goal to have 30 days cash on hand. Current ratio: Greater than 1.15 sitting at 7.3. Debt ration less than .9 we are at .14. Occupancy costs less than 22%, at .13. Adherence to budget 5% goal.

Outdoor recreation grants. OEK funding will drop at the end of the month. CBL grant—did not get.

ESSERS/CARES Funding part 1 \$19K supplies and merit pay; Part 2. \$144K upgrade tech equipment and supplies. Part 3 e times that amount and do not know what the stipulations will be yet.

- **Professional Development:** Least restrictive behavior intervention training with Laura Sage.
- **Public Relations:** Jenny Earl with the state school board representative was very impressed and complimentary of our school. Enrollhand (We pay \$1,000 a month, Printed ads \$800): For sure we have 12 enrolled through Enrollhand and 2 other possible enrollments.

9:26PM - ADJOURN

Dorothy motions to approve. Stephanie seconds.

Amber Edelman-aye

Michelle Flynn-aye

Mindy Johnson-Did not vote

Lisa Holgreen-aye

Michael Engh-aye

Dorothy Dobson-aye

Stephanie Quintero-aye

Motion is carried. Meeting is adjourned.

***Next scheduled Board Meeting: April 15, 2021**