

BOARD OF DIRECTORS MEETING

November 16, 2023

7:00PM

1051 W 2700 S

Perry, UT 84302

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

Michelle Flynn Amber Edelman

Josie Beth Archibald

Becca Ashby **Visitors:**

Karen Braithwaite Tammy Stutznegger

Stephanie Quintero--Zoom Brian Cates--Zoom

 Becky Cornelius

**Officers:** Darnelle Earl--Zoom

Amy Rich--Zoom Susan Bennett--Zoom

Amber Jenks

**Missing:**

Dorothy Dobson

Zach Davis

Emily Morgan

7:03 PM – **CALL TO ORDER:** Michelle Flynn

·         Welcome/Mission Statement and Pledge:  Becca Ashby

7:18PM – **PUBLIC COMMENT:  No public comment**

7:18 PM –Training:  No Training

7:19 PM – **FINANCE REPORT**

·         Budget Review – Brian Cates–Not too many updates or announcements.  Audit did complete with no findings. PTIF continues to perform well, we are at a good place.  Just over $6500 in interest earned in month of October.  Majority of cash on hand is in our PTIF.  Summary–our projected operating margin is at 3.5%.  Continues to increase our interest line items.  Cash position is good, starting to level out.  Enrollment as of end of October is 449.  Forecast–we should see a little of a bump in our state funding.

 7:24 PM – **BUSINESS ITEMS**

·         Intensives Update–They all look really great.

·         Child Abuse and Neglect Reporting Policy– No changes.  Stephanie updated Utah codes.

·         Cash Disbursement Policy–Do have some updates to make.  Will vote on in January.  Procurement amount increased up to $5,000 instead of $1,000.

·         Cash Receipt Policy–No changes or additions.

POP wants to do a festive week during December similar to spirit week.  E.g.  Wear an ugly sweater, etc.

7:38 PM **ACTION ITEMS**

7:38PM **MINUTES–** 11-2-2023 Board Retreat Meeting Minutes:  Karen motions to approve.  Josie Beth seconds.  Motion is carried.  Becca abstains. –Not a quorum.  Will vote on in January.

7:48PM·         Director–Posting the director job description.  Waiting for input from Dorothy on the description.  Post it on January 2nd-15th.  Stephanie motions to approve.  Becca seconds.  Motion is carried.

8:14PM·         Wellness Policy–Charts were added into the policy.  Gave them parameters for snacks.  Added the app that helps in food selections. Removing the section regarding PE in the policy.  Becca motions to approve.  Karen seconds.  Motion is carried.

·         Bullying–Recently updated, but wanted to add a section about what bullying is not.  Michelle added a section, but wanted Dorothy to review it and look it over.  Table until January.

8:16PM·         Winter Bonuses–Full time staff $200, Part time $100, part part-time $50, Admin will get a little more. Total amount is $12,050.  Karen motions to approve.  Josie Beth seconds.  Motion is carried.

8:17PM Communication Plan with 5/6 & 7/8 High School–Venture and Box Elder High School is coming. Becca motions to approve.  Stephanie seconds.  Motion is carried.

·         Spring 7/8 Intensive Overnighters–Do not have any to approve currently.

8:24PM· Spring Expeditions–Looked great.  A few things to pass on to the teachers.  Josie Beth motions to approve.  Karen seconds.  Motion is carried.

 8:25 PM **DIRECTOR’S REPORT**

·         Staffing Update–Sheri Riser has been hired to be our new RTI Specialist, she will be trained as the RTI team lead.  Missy Conover will now be over ELL.

·         Enrollment–Numbers have stayed the same from last month–449.  We have offered two first grade positions and one spot for sixth grade.

·         Student Achievement–Student-Led Conferences, Performances by our choir and orchestra, Veteran’s Day Program.

·         Professional Development–Aide Trainings on recognizing the signs of abuse with a stipend, Leadership training from Gwen for our math from PCBL conference with our 1 /2, 3 /4, and 5th grade tomorrow’s meeting.  This month has brought success stories of demonstrating authenticity in keeping in line with our mission and vision.

·         Public Relations–Michelle, Gwen, and Amber had the opportunity to go to SLC and be highlighted at the Utah State Charter Board.  We also had our ribbon cutting ceremony.

 8:40 PM – ADJOURN–Josie Beth motions to adjourn.  Becca seconds.  Motion is carried.

\*Next scheduled Board Meeting Thursday, January 18, 2024