



PROMONTORY

school of expeditionary learning

Creating the Great Thinkers of the 21st Century

Board Meeting Minutes

Thursday, March 19, 2020

At 7:00 PM

Attendance – Virtual Zoom Meeting

Trustees:

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

Officers:

Paige Kearl
Celeste Muhlestein
Chad Painter

Visitors:

Matt Lovell
Jennifer Duncan
Jenny Hilton
Lindsay Kelty
Natalie Lewis
Heather Ferguson
Nancy Moyle
Susan Bennett
Nina Guzzetti

Director:

Jennifer Blaine

CALL TO ORDER: 7:03 PM

7:05 Amber Welcome

7:08 Paige Kearl Mission statement and welcome

7:09 Training – Budget Training - Matt Lovell Red Apple

- Budget Overview
- Explanation of local, state and federal revenues
- Explanation of various expense categories
- Explain debt service coverage
- Explain days cash on hand

7:32 PM – ACTION: Approve Minutes

- Feb 20, 2020 – will vote on these next month
- Feb 4, 2020 minutes - Mindy motions to approve, Michelle seconds
 - Dorothy: aye
 - Michael: aye
 - Mindy: aye
 - Michelle: aye
 - Lisa: aye
 - Minutes approved
- Feb 13, 2020 minutes – Michelle motions to approve, Dorothy seconds
 - Dorothy: aye
 - Michael: aye
 - Mindy: aye
 - Michelle: aye
 - Lisa: aye
 - Minutes approved
- Feb 17, 2020 minutes - Lisa motions to approve, Michael seconds
 - Dorothy: aye
 - Michael: aye
 - Mindy: aye
 - Michelle: aye
 - Lisa: aye
 - Minutes approved

7:36 Public Comment

No Public Comment

Business Items: 7:38 PM

- Spring Retreat Date – Will be virtual; 9 people said they could participate on Tuesday, April 28, 2020
 - Amber will reach out to Erin Preston to see if she can participate to train that day
- Committees – 7:40 – Amber has reached out/will reach out to let you know if you are the leader of the committee; please give any questions to Amber or Mindy
 - Need for several more committees - need to include governance, academic; can be made up of parents and teachers as well as board members
 - Dorothy, Chad and Danielle volunteer for academic committee; will make sure we are in compliance with the state and monitor our academics
 - Governance committee – Amber, Mindy, Celeste, Michelle, Michael
 - Policy committee – Add Amber and Mindy to policy committee
 - Great thinkers – add Danielle and Mindy
 - Safety committee – Chad, Paige, Celeste
- Truss Update
 - Brett Ormsby delivered lumber and will be repairing trusses soon
- ☒ Policies
 - Staff to Student Conduct Policy: will be sent via email for review; vote on next month
 - Professional Code of Ethics: will go in employee handbook; will be sent via email for review to be voted on next month.
 - Internet Safety Policy – Nancy will update via email for vote next month

- Procedure to Review Complaints – pertains to internal complaints; needs further work

(Matt and Susan Bennett leave)

- Nepotism Policy – does not need to be changed; is on school website now
- Will discuss Great Thinkers and Structures policy in the future

8:07 COVID 19: Jennifer Blaine

- Reports that we are following Bear River Health Department guidelines
- Cleaning staff doing extra cleaning
- Explains details of soft closure – still doing lunches and packet pick-ups

8:15 Fall Expeditions:

- Jennifer sent links for board members to read through
- Remember when approving expeditions, we are looking for specific items listed in the Structures Policy like Compelling topic, kick off, great thinkers, experts, fieldwork, etc.
- All but 7/8 refugee expedition are repeats that have been fine-tuned
- Board members very impressed with all of the plans; will vote in April

(Natalie Lewis leaves)

8:25 ACTION: School Calendar Revision

- Was approved last month but was brought to board's attention that Venture's approved calendar matches Box Elder's spring break. It is proposed that we match that schedule by taking two days off of spring break and add the two days back to Christmas break. Easier for families if we are on the same as Venture and Box Elder.
- Lisa motions to approve calendar revision starting winter break with ½ day on December 18th and going through January 1, 2021. Spring break will be March 29-April 2, 2020. policy, Michael seconds
 - Dorothy: aye
 - Michael: aye
 - Mindy: aye
 - Michelle: aye
 - Lisa: aye
 - Calendar adjustment approved

8:29 ACTION: Board Member Positions

- Michael moves to remove Ricky Loveland as Trustee of Board; Lisa Seconds
 - Dorothy: aye
 - Michael: aye
 - Mindy: aye
 - Michelle: aye
 - Lisa: aye
 - Rickey removed as Trustee

8:29 ACTION: Board Member Positions

- Mindy motions to open applications for board member Trustees; Michelle Seconds
 - Dorothy: aye
 - Michael: aye
 - Mindy: aye
 - Michelle: aye
 - Lisa: aye
 - Trustee position opened; Nancy to post on website and social media

8:37 PM – School Land Trust

- Plan is to use SLT funds to pay for instructional aides in every classroom
- The goal associated with the funds is that 80% of students in the school will be reading on grade level
- Have shown significant growth in reading through interventions

8:44 PM ACTION: Dorothy motions to approve plan for School Land Trust; Michael seconds

- Dorothy: aye
- Michael: aye
- Mindy: aye
- Michelle: aye
- Lisa: aye
- School Land Trust plan approved

8:48 Director Report: Jennifer Blaine

- Staffing
 - kitchen aide position split hours between existing employees
 - SPED needs all new aides next year for various reasons
 - Finance committee working to see if wages for aides/subs, etc are comparable to district
- Enrollment
 - 426 – registration for next year is underway – will have more accurate numbers next month
 - Lottery was processed – wait list is in director’s report link
- Marketing/PR
 - Enrollhand report
 - Early Learning center keeps sending us referrals
- Professional Development
 - Quality Work Protocol – Danielle working with teachers
 - Review with each community and make goals with that work
 - Danielle has been working with teachers on fall expedition planning
 - Teacher evaluation form completed
 - Danielle – mentoring, teaching and checking in every week to two weeks depending

9:02 ACTION: Mindy motions to close board meeting; Dorothy seconds

- Dorothy: aye
- Michael: aye
- Mindy: aye
- Michelle: aye
- Lisa: aye
- Meeting Adjourned

Next meeting, Thursday, April 16 at 7:00 pm