



*Minutes
Providence Hall - Board of Trustees Meeting
Thursday, April 19, 2012*

Meeting called to order by Sonya Peterson at 6:10 pm:

ROLL CALL:

Board of Trustee members present: Sonya Peterson, Jolynne Jimenez, Alicia Hansen, James Barker, Melanie Kingdon. Robb Enger and Laurie Compton are excused.

Others Present: Erin Preston, Jodi Lusty, Rebecca Strait, Kathy Davis, Peaches Sansom, Shannon Singleton, Kelly Mattingly, Erica Nuttall, Courtney Fredrickson, Jenny Hunter. (Late arrival: Max Meyer)

PUBLIC COMMENT:

5th Grade Exhibition Update: Students: propose an action on exhibition. Start assembly to excite everyone about their recycling program. A coordinator from at the Salt Lake County offered to come to our school, his name is Hollis Robinson. All of the fifth grade would like to go into the classes and make presentations to get them excited about recycling. We would put up posters, signs, pictures in halls along with handouts. We propose recycle bins in rooms. We want to recycle in cafeteria, with blue rolling bins, \$45.00 each totaling \$90.00. 5th graders will empty bins each day.

Jenny Hunter: We have two things we would like to ask the board. Number one, does the board approve? The second thing is to discuss the budgeting.

Courtney: Ace disposal said that the Jr. High has recycling costing \$144.00 a month, The Jr. High would receive a discount if they added one at the elementary. Discount would be \$110.00 for the JH for the added bin at the elementary for \$35.00. We need small bins for every classroom at the elementary. We are requesting \$225.00 as well as the \$90.00 for the bins in the lunchroom, giving us the total for \$315.00 plus \$1.00 a month.

Discussion: Most of the refuse is recyclable. The teachers have educated the children on what is recycled and what is not. Students have been sporadic at the JH on collecting the recycled material. Students need to commit. SBO's would be enlisted for the lunch recycling. We don't want the custodians to have extra work. Will have to do it several times a week. It can be a heavy load to undertake.

Erin: Because this is not on the agenda the board cannot vote to approve, however given board's comments and lack of objections it can be deferred to staff and we will proceed with this.

Jennifer Korth: Start Time and Student safety: Heard a rumor that the start times will be changing. Was at the BOT meeting last month. Safety of children is our main objective. We need more crossing guards. Changing the start time will not make a difference in regards to safety. Kids are crossing everywhere, and there seems to be chaos. Crossing guards would help with the traffic. Changing times make it difficult for parents with students in other schools. It would be impossible for me to get all of my children to school on time. With the time changes, 9th graders will miss out on practice and sports.

Erin: Start time hasn't been decided yet. Everyone on the board is aware of these issues, but we are waiting for additional information on the Mt. View corridor. We are not allowed to have our staff man cross-walks off PH school property.. We have asked for more crossing guards. . Please call into the city and make

recommendations and concerns known. There are legal requirements for crossing guards: Call Chief Antiweirden of Unified police when you see a dangerous incident. There are no legal requirements to put crossing guards at a Junior High. We have made the argument that we have 6th graders here but to no avail. Call and let them know of your concerns.

James: We are all parents of students here, and we share your concerns. There are no votes that take place outside of these board meetings.

Collette Braithwaite: Friday Classes and Time Change: Oppose to time change, same issues as Jennifer. Concerned that the math classes were cut from Friday classes. What is going on in class a concern. No attendance, no grades? No accountability? Lack of communication? Very concerned about cutting any math. I am concerned with what us happening in class and no accountability. It seems like there is not enough academic base.

Erin: We are actually increasing our math teaching and tutoring. It is a much more targeted intervention and we have more hourly math instruction in our schedule already than other schools provide.

James: I think a lot of time and effort has gone into these classes. Most of the names have been pulled from college courses. We are not offering candy. Administration has put a lot into this. We can always tweak but it is unfair to compare these classes to recess.

Erin: We do have grades, pass and fail, and next year will be letter grades. We are listening. Attendance is difficult because SIS and because of RTI classes, but it is being taken. Some confusion with attendance has occurred because students are being pulled from their regular classes for interventions so because of this, we don't want them marked absent when they are here. There is some real substance going on in Friday classes. We are taking the comments of the parents into account for next year.

Alicia: It is a fun day, but it is an IB school. We try to get a lot of the curriculum in the four days, so we can have the kids to experience other things on Friday. They are required to take more classes than any of the other schools around here.

Sonya: We as parents have the same concerns as you.

Alicia: We have IB requirements as well as the state core.

Peaches: Anecdote about last Friday: Zombie Apocalypse: children making escape plans as groups. They were very intent on their task. They were genius in their tasks. Children were fully engaged in their task of making escape plans.

Sonya: The potential for our Junior High schedules is so great. It is amazing what we are trying to do and as the administration continues in this vision of what we are trying to do, it will be amazing.

Erin: This is a first year school and we are pushing new boundaries. The majority of the Friday classes if you came in you would see real substance. But we are also still learning and building for the future.

Jolynne: Next year these classes will be part of the design cycle of IB. We are all learning. Investigate, plan, and create. All of our classes will follow the design cycle, whether the students realize they are doing this or not.

Jeff Glassey: Friday Classes and Parental input: We are all on the same page about Friday classes. It sounds like we are all on the same page. Worried about accountability. If what you say is true, we are excited. We would like to see follow through. Worried about grades and attendance. Attendance for safety

issue is a concern. We need more parental involvement and communication. If parents sign and approve, they are accountable, not the school. Hold the teachers accountable for teaching our students.

James: We appreciate you all being here. We do listen and invite you back when we vote on these issues.

Joyce Drury: Friday Classes: Parental should have involvement in deciding which classes they choose. Kids don't always know what is best for themselves. My son does not always know what he wants, or what is best especially at this age. Reconsider parental permission of classes. We would like to know what our students are taking. In regards to student safety, we need to know what we can do as parents to help, like calling the city. We want what is best for the kids. We are willing to help if we know what to do.

Erin: You might be mistaking our informal survey of the kids last week with a selection on next year's classes. We will seek parent input prior to students making final selections. This has not been voted on by the board yet. We as admin at the JH did run an informal survey with the students this week to find out if they would prefer if they would like to be placed on art, music, or international studies related tracks. These result are not binding. We have elective groupings that we are trying to put together because of teachers and room space. Permanent choices will come home for parent signatures.

Sonya: Educating parents is the missing link. Mr. Freeland's intent is educating parents.

Sonya Peterson:

Item of Discussion: Follow Up Questions from January BOT Meeting: Mission statement is different on the web site. Is it clearly or critically? Critically is the way it appears on the web site. Discussion. We will go with "Critically".

Item of Discussion: Follow Up Questions from March BOT Meeting: 2012-2013 Calendar needs to be updated and changed from phast board to be changed to phast council.

Item of Discussion: Approval of January BOT Minutes

SONYA: I WILL ENTERTAIN A MOTION IF THERE IS NO OTHER COMMENT ON THE JANUARY MINUTES, I WOULD ENTERTAIN A MOTION TO APPROVE THE JANUARY BOARD MEETING MINUTES.

**Motion by Alicia Hansen: I WILL MAKE A MOTION TO APPROVE THE JANUARY BOARD MINUTES
2ND BY JAMES BARKER**

VOTE IS UNANIMOUS IN FAVOR.

Jolynne: For the March minutes, it should be the PHAST council and not the PHAST board. Also, the online calendar still does not reflect what we voted on yet.

SONYA: I CAN ENTERTAIN A MOTION TO APPROVE THE MARCH MINUTES JUST INCLUDING THOSE CHANGES FOR PHAST.

**Motion by Jolynne Jimenez: I WILL MAKE A MOTION TO APPROVE THE MARCH MINUTES WITH THE CHANGES FROM PHAST BOARD TO PHAST COUNCIL
VOTE IS UNANIMOUS IN FAVOR.**

JOLYNNE JIMENEZ:

Item of Discussion: PHAST Budget Update (as provided in packet): Any questions?

The PHAST officer election ballot is ready to go out tomorrow morning in a link to survey monkey. PHAST Board Nominees are: Alicia Calapp, Chrystal Roach. All other offices are uncontested with the possible exception of BOT Liason.

Election nominations: Discussion

Upcoming PHAST events: Secretaries Day, Teacher Appreciation Week, CRT treats, parent night at the Junior High, elementary school carnival. Dad's and donuts was a great success.

Have Brian help Heather set up the donations on Google Money. Brian needs to know who to credit the money to.

Max: We are looking into an option through our credit union for our school lunch, we could add something for the donated money. It is moving forward very favorably.

Opinion on the fund raising: Discussion

Erin: We could be doing more with fund raising. Corporate fund raisers preferred. Some parent fundraising, but not pressured fundraising. The State is going to come out with fund raising guidelines. I would like to attend the training before we decide on fund raising.

Discussion

Sonya: EPHAST treasury report: Insufficient report? How is it reconciled? We need Rob to assess their budget in the next meeting.

Discussion.

Sonya: Both PHAST budgets should be complete and submitted next meeting. We need more information, savings, year to date, and budgeted amounts.

What to look for in regards to oversight. (PHAST to meet with Lincoln Filmore about what to look for in oversight.) There will be additional training for PHAST members at the BYU PTO training that we should encourage PHAST to attend. Discussion

Need to improve communication in what PHAST is and what it does with our teachers and parents.

ERIN PRESTON:

Item of Discussion: Executive Summary: The lottery numbers continue to have 2719 on the wait list and 187 siblings that we are continuing to look at how to accommodate.

Feasibility Study Authorization (required for USDA loan) In regards to the elementary we were able to get USDA financing because Herriman at the time was considered a rural school. At this point, I have been proceeding looking at bond financing that some are signing in the 8.25% range hoping we could get in the 6.5% range. As we have now learned that the USDA is using the old census numbers, that means that we are still eligible for this. Current USDA rates are actually sub-4% for these financings, so despite the risk and cost, we should proceed. What I need the board to vote on is we have to have a financial feasibility study, a \$15,000 cost that we cannot recoup, but that is required for USDA consideration. We also need a formal appraisal for this application, but will need it for any financing we get. I have actually already approved this because it because it was under my limit. It was \$2700.00 for a formal appraisal of the property. I need a vote on the financial feasibility study for \$15000.00.

SONYA: I WILL ENTERTAIN A MOTION TO HAVE ERIN PROCEED WITH THE FINANCIAL FEASIBILITY STUDY FOR \$15000.00.

Motion by Alicia Hansen: I WILL MAKE A MOTION FOR THE FEASIBILITY STUDY. JAMES Barker: I WILL SECOND.

VOTE IS UNANIMOUS.

Item of Discussion: FA Engagement Authorization – re: USDA loan. Question of using the Van Alfeans of Providence Financial to act as our financial advisors in the USDA deal. The Van Alfeans know how to prepare the documentation and are requested informally by the USDA to do the preparation. Their usual fee is 1%, and that would be approximately \$94,000 on this deal. I was able to negotiate them to a different amount of \$75,000 in the case that we obtain USDA financing, and \$10,000 if, despite their best efforts we do no. I

also asked them to change their engagement agreement to limit our use of them to this deal only and allow us to not pay them if we obtain other financing. They agreed to that change. I would suggest we engage them. I need your approval for us to engage with Providence Financial for financial analysis and USDA contacts for us.

SONYA: I WILL ENTERTAIN A MOTION TO HAVE ERIN ENGAGE WITH PROVIDENCE FINANCIAL FOR THE USDA LOAN FINANCING.

Motion by Alicia Hansen: I'LL MAKE A MOTION.

2nd by James Barker I'LL SECOND.

VOTE IS UNANIMOUS in favor of engaging Providence Financial for the purposes of obtaining USDA financing.

Item of Discussion: Attorney Engagement Authorization – re: USDA loan.

Joel Wright was the attorney we used on the first financing. He has been ardently pursuing the USDA to help us get considered for this financing, albeit outside our direction. I told him that we need to get an engagement agreement for him to continue acting as our counsel on this matter. After pressing him for an engagement letter he sent a proposal for a \$100,000 contingency fee on the USDA loan. I then spoke to him questioning why his fee had doubled from his fee on our USDA financing 3 years ago, and how it should now be less given our position. Initially he did not back down from that price, but after I informed him we would need to solicit other bidders he made another offer. and changed his bid to an hourly rate of \$30000.00 to prepare the application, an additional \$30000.00 to close the USDA financing, or \$90000.00 as opposed to \$100000.00. After receiving this I spoke with another attorney who has completed a USDA charter financing - Eric Johnson. Eric has experience as a bond council and does 20 to 30 bond deals a year and has multiple USDA financing. His projected fee was \$200.00 an hour and does not bill unless he closes, and he believes a cap of \$15000.00-\$20000.00 is reasonable.

Discussion.

My recommendation is to pay Mr. Wright for the legitimate work he has done to help bring us the deal as he has been authorized to do, but to analyze unauthorized work outside of that. I did authorize the USDA application work and believe we should pay him for the time spent on that. The last bill we received on that was for \$3900.

Discussion.

SONYA: I NEED TO ENTERTAIN A MOTION TO ENGAGE MR. JOHNSON AND TO ALSO REQUEST AN ENGAGEMENT LETTER FROM MR. JOHNSON.

Motion by ALICIA Hansen: I'LL MAKE A MOTION TO REQUEST AN ENGAGEMENT LETTER FROM MR. JOHNSON FOR THE USDA BOND FINANCING FOR PROVIDENCE HALL JUNIOR HIGH.

3rd by JAMES Barker I SECOND

ALL IN FAVOR? ANY OPPOSED. UNANIMOUS IN FAVOR

Erin: I do need a formal authorization to proceed with the USDA application and authorize Rob to sign those applications.

SONYA: I WILL ENTER A MOTION TO AUTHORIZE ERIN TO PROCEED WITH THE USDA APPLICATION AND AUTHORIZE ROB TO SIGN THOSE APPLICATIONS.

Motion by ?:

2nd by JOLYNNE JIMENEZ: I'LL SECOND

ALL IN FAVOR? ANY OPPOSED? UNANIMOUS IN FAVOR

Item of Discussion: Summer School Discussion: I have been working with Heidi Totten on summer school, but because of legal issues, I'm going to training, and will proceed to the next agenda.

Item of Discussion: Maternity Leave Policy Clarification: Proceed to next agenda.

ALICIA HANSEN:

Item of Discussion: Head Injury Policy

Discussion: Head injury policy. Informally adopt this and will add to the next agenda. We do need to send this home with all of our athletes so that they know what the policy is. If there are no objections we will informally adopt this and it needs to be added to the next agenda.

Sonya: We need to have all of our school policies in one spot on the website.

Alicia: We need a policy work session. I will get the minutes from the health and safety meeting we had yesterday next month.

JODI LUSTY:

Item of Discussion: Benchmarks Update: Excellent report.

Item of Discussion: CRT Preparation Update : We are waiting on math from the Junior High and then we will have full access to printing tickets and have everything ready.

The treats are coming in. The teachers are working very hard on review. We have assemblies for the kids tomorrow. We will offer the beach party if we improve our scores. We have team building on each of the grade levels.

Jodi Lusty also informed the board that she has been accepted at the PYP Authorizer(?) training in San Diego.

MAX MEYER / SHANNON SINGLETON / BRIAN HARDY:

Item of Discussion: Business Manager's Report – March

SHANNON: We received \$132,534.00 in IDEA Special Education Federal Funds. Based on current allotment memos, we are right on target with budgeted state revenues. Our supplies have begun to decline most likely due to the approaching school year end. Our professional development increased due to IB workshops and conferences. Overall, the school shows a positive net income year-to-date and appears to be in good standing. Some moving of budgeted expenses will need to occur to eliminate overages in certain categories before year end.

Erin: We need to get above the 60 day cash on hand as soon as we are able to do so. As to the additional special education reconciliation and the adjusting of enrollment funds, have they been put into this budget yet?

Discussion: Max refers to report

Max: We cannot change this budget until we have a board vote.

Erin: We are pursuing a USDA loan that has a financial feasibility study that is going to be starting next month so need to get the actuals reconciled as soon as possible with whatever new monies are coming in.

Discussion

Sonya: Lunch: Refer to report. Is there a way to break down which months the operating expenses are coming from?

Discussion on reconciliation of lunch funds, state reimbursements and collection of monies from students that have accrued an outstanding balance. Angel is on this and does reports daily.

Item of Discussion: Board Reports - March

CLOSED SESSION:

- Discussing an individual's character, professional competence, or physical or mental health.
- Strategy sessions to discuss the purchase, exchange, lease or sale of real estate property.
- Investigative proceedings regarding allegations of criminal misconduct.

SONYA PETERSON: I WILL ENTERTAIN A MOTION TO GO INTO CLOSED SESSION.

JOLYNNE JIMENEZ: I WILL MAKE A MOTION TO MOVE FROM OPEN SESSION TO CLOSED SESSION.

**MELANIE KINGDON: I SECOND
VOTE IS UNANIMOUS IN FAVOR.**

MEETING ADJOURNED BY SONYA PETERSON AT 9:52 PM.

Recorder B