

**Minutes**  
**Providence Hall - Board of Trustees Meeting**  
**Thursday, April 16, 2009**

**Meeting called to order by PAIGE ANDERSON at 6:14 pm:**

**Roll Call:**

Board of Trustee members present: Paige Anderson, Erin Preston, Laurie Compton, Heather Jewkes. Rob Enger is not present.

**Others present:** Allison Pocock, Kelly Mattingly, Jessica Sheffield, Jon Hagen, Mark Johnson, Jodi Lusty.

**Public Comment:**

HEATHER JEWKES:

**Item of Discussion:** PHAST Update

Email ballot with bios and instructions on Monday. Results will go in newsletter.

ALLISON POCOCK:

**Item of Discussion:** TA's

Budget cuts – taking TA's from 1 per teacher to 1 per 2 teachers. TA's needed for independent work. Grades 4-6 only on TA cut. K-3 would still need TA's per teacher. Classes would work together and flip flop schedule with sharing a TA. Not always enough work for parent volunteers. Jessica Sheffield states she worries about staff members being cut. Stresses her need for Kelly and Jodi. Board confirms not cutting any positions. Mark will send something out. Jessica expresses the need for resources as well. Money from book fair and land trust will provide more money and resources for teachers. Suggested to not get a sub for TA's that are absent.

JON HAGEN:

**Item of Discussion:** Technology

See SPAM Filter Item.

**Item of Discussion:** Grant

Jon wants to go over Paige's questions with the whole board. GPRA – scrambling to get it mailed. Copies with Chris and Jon. We have copies of all the content, though. Pg 22-23 question. Protest procedures – how we will accommodate GPRA. use of an outside auditing service not necessary. 10-20 hours per week. Only hours per week – 20 hrs for Jon, 15 for Kelly. Each week could be more or less but should equal out. Grant is tailored it for our school. Grant question: equipment vs. supply over \$5000 – equipment, under is supplies. courses online. 2 meetings required. Providence hall – priority 1 for grant preference because we've never been awarded USDA – mentioned for future duns #; 1-registered to Paige's home address. 2 others registered at school. Chris agreed to fix confusion. Fully registered with CCNR grants.gov someone at state should be able to help change address to school's location. FOIA request to other schools who have been approved – no time. Talked with cache county for suggestions counseling services – covers post traumatic counseling. Postmarked on time. Question on pay – board discussion. On top of current pay now. Pay will be negotiated if we get the grant.

**Item of Discussion:** SPAM Filter

Viruses are flagged. Quotes - \$1081 for barracuda. Presents bid for 2 other items. Barracuda is least expensive. Annual license renewal is \$100-200. Jon recommends Barracuda.

**Motion:** Erin motions to approve & purchase Barracuda. Heather 2nds. Unanimous vote in favor. Heather requests vote on sound system to be moved to next BOT meeting.

MARK JOHNSON:

**Item of Discussion:** Teacher Class Visits

Teachers have written up their observations. Mark would like to do this again 3 times next year. Everyone came away with something that impressed them and what would work for them. Next time would like teachers to go to other grades. Sub was called to bounce around from each classroom as teachers rotated. Ta's were in charge and sub helped.

Paige talks about new system for BOT meetings – cutting official BOT meetings to every other month. In-between would be a work session (see tape). Anything to be on the agenda must be sent to Paige 3 days prior for approval of the agenda. 10 days to Kathy.

**Item of Discussion:** TA Intent to Reapply

See below.

**Item of Discussion:** TA's returning

Only needs to hire 3 people for next year. Instructors – all except 1 music are coming back.

**Item of Discussion:** 09-10 Teacher Evaluation

Move to work session.

**Item of Discussion:** Team Leader Job Description

Move to work session.

**Item of Discussion:** Team Leader Meetings

Paige asks what is the difference between mentor and team leader. Mark explains – every new teacher (up to 3<sup>rd</sup> year) must have a mentor. Team leaders do have an impact on how mark evaluates that particular teacher. Personality conflicts or opinion should not impact evaluation. Mark asks if board is ok to ask new person to be team leader for next year in 3<sup>rd</sup> grade. Erin asks when to announce, but not to undermine current team leader. Must go to IB training, summer mentor training. Paige is concerned about pay scale. The board wants to talk to Mark about pay before announcing team leader. Teacher would be compensated but cannot say the amount yet. Heather suggests letting the candidate know so they can plan their schedules for the summer. PH paid teachers for performance, not years of experience. 7:22pm, Lincoln Filmore arrived.

**Item of Discussion:** Providence Hall Discipline Plan

No discussion.

**Item of Discussion:** L and L Letter

Move to work session.

CHRIS ORD:

**Items of Discussion:** Business Manager's Update

Chris goes over report with the board. Printer and copier supplies budget is about at the limit. Over 900,000 copies on copier downstairs. Requirements of teacher limit have been taken off. Mark states teachers cut back considerably on copying. Laurie had a question on the Spanish copying from last BOT meeting. Kelly and Chris clarified expenses – several thousand more for workbooks vs. copying. Time spent copying, wear and tear on the copy machine versus purchasing workbooks. Paige suggests scheduling work session on budget for art and Spanish for May 5<sup>th</sup> @ 9:00 am. Art room will be scheduled by Kelly. Paige will email Mark with her questions regarding his items of discussion. Lincoln says Mark can provide information to all board members via email. Facilities issues have been sent to Erin and Spencer. Pictures have been sent. Builder will warranty the leaks in the gym. May need to add secondary sealant. Will test. Laurie asks if the hydro seed money can go towards sod. Sod is not a warranty item, hydro seed is. Chris reports that we are staying in compliance with new cobra laws from ARRA. Additional reporting- stimulus dollars versus regular education dollars. Should be seeing one time stimulus money, use it for a one time expense that will have lasting effects. Money is restricted, additional money from ARRA must be used for Special Ed purchases. Audiology equipment, smart boards, etc. Mark asks if sped money can be used in classrooms where sped students are. Answer is pending, but Lincoln is thinking yes. Repayment of revolving startup – loan – Lincoln suggests repaying in one lump sum since we are in a good financial position. Erin suggests to look at this topic at the budget meeting. Costing us money to hold on to it. Chris compiled all policies in a notebook in his office. Mark will also have a copy. State revenue budget will go down 10% after next year. state revenue is coming in higher than planned for. Suggests budgeting for 15% cuts next year. Will be losing federal start up grants for the next year.

ERIN PRESTON:

**Items of Discussion:** Attorney Fees

See discussion of Kirton & McConkie's Bill.

**Item of Discussion:** Facility Update

Stairs are still in process. Windows are still broken. Prior leaks in roof were fixed but now we have more. Holding back \$30,000. School is purchased.

**Item of Discussion:** Kirton & McConkie's Bill

Erin explains background of Joel's bills. Went over errors and overages on bill. Erin would like input from BOT members regarding bill. 5% of bill is "no way" and 2/3 is questionable. Summary – hours in 81.5 gray, green 17, yellow/black 138.7, yellow/red 10.5, red 7.7 = 255.4 total hours. Erin asks Paige is she signed a secondary (see tape). she states she did not. Deadline of April 30. Erin will write letter requesting explanation of charges and send it off. Paige approves and will sign.

**Item of Discussion:** Escrow Check List

Discussion of items still needing to be address by the builder on the escrow check list, partially addressed in Facility Update.

LAURIE COMPTON:

**Items of Discussion:** Curriculum Update

Math – met with EnVision rep. He wouldn't listen to concerns about wrong answers in textbooks and other problems. He tried to resell the program. Jodi explained. Jodi is going to send rep an email to either fix EnVision, get money back or try another program. Discussed comparison of Math Expressions. Parent concerned about spelling scores going down since new program. Jodi will address concerns with the teachers about implementing the whole program.

**Motion:** Mission statement – Heather makes a motion to adopt global into our mission statement. Erin 2nds. Unanimous vote in favor.

IB – Jodi updates. Almost at the end of 1<sup>st</sup> phase. Laurie, Jodi and Kathy Watson will be going to training in Salt Lake City. On site visit-not until summer of 2010.

**Motion:** Erin motions to accept the Assessment Policy and the ELL Learner Policy as presented by Jodi. Laurie 2nds. Unanimous vote in favor.

PAIGE ANDERSON:

**Item of Discussion:** Executive Limitations

Move to work session may 5<sup>th</sup>.

**Item of Discussion:** Facility Standards Policy

Laurie comments about teachers not cleaning out microwaves and refrigerator. Janitors will clean once a month. Paige wants janitor list, teacher list duties. Specific checklist made up for grades.

**Motion:** Erin motions to approve facility standards policy minus janitor responsibility of microwave and refrigerator. Laurie 2nds. Unanimous vote in favor.

**Item of Discussion:** Charter Solutions Agreement

Lincoln handed out packets to board members. Changes made – 1. section 7, compensation. Rate of pay is reduced by 7% from this current year. 2. indemnification, section 13. Risk Management suggests this was to be taken out. Needs to be submitted to risk management for approval. Erin will submit.

**Motion:** Erin motions to move to closed session. Motion seconded. Unanimous vote in favor.

**Closed session to discuss character and competence of individual:**

**Motion to adjourn by PAIGE ANDERSON at 9:01 pm.**