



# PROVIDENCE HALL CHARTER SCHOOL

*Minutes  
Providence Hall - Board of Trustees Meeting  
Thursday, December 12 2013*

*Meeting called to order by Robb Enger at 2:35 pm:*

**ROLL CALL:**

*Board of Trustees members present: Robb Enger , Londyn Nelson, Alicia Hansen, Melanie Kingdon.*

*Others Present: Erin Preston, Jodi Lusty, Nate Marshall, Shannon Singleton, Erica Hancock, Rebecca Strait, Kathy Watson, Melissa Enger, Max Meyer, Beverly Ledward , Evan Howlett, Denise Christiansen, Amanda Spravzoff, Stephen Olsen*

**PUBLIC COMMENT:** *None submitted.*

**ROBB ENGER, BOARD CHAIR:**

*Item of Discussion: Follow up questions and comments from previous meeting.*

None

*Item of Discussion: Approval of November BOT Minutes*

**MOTION BY ALICIA HANSEN TO APPROVE THE BOARD MINUTES FROM NOVEMBER 14, 2013 BOT MEETING. 2<sup>ND</sup> BY LONDYN NELSON. VOTE IS UNANIMOUS IN FAVOR.**

**NATE MARSHALL**

**Item of Discussion**

- Elective Class Schedule

This is information only. We will be putting this out to parents via survey to view the class schedules and receive their input.

**SHANNON SINGLETON**

**Item of Discussion:**

- Squire Audit Presentation by Stephen Olsen

Stephen Olsen: Refer to page 2 of the financials: There are no issues. PH is always very consistent. There are new reports that we haven't seen previously, because of the USDA Loan (bond). No issues noted, but everything has to be seen. This has been a very enjoyable school to work with. Thank you for making my audit easy every year. We are here to work with you throughout the year. There are no red flags, no fraud. (This is the audit committee receiving this report).

**ERIN PRESTON:**

***Item of Discussion:***

- Superintendent Report

Providence Hall, this week was awarded the 2013 Title 1 High Performing School Award for the 4<sup>th</sup> year in a row.

Providence Hall applied for and received a \$45,000 Solar Power grant from Rocky Mountain Power last Spring. We have now completed the installation of the solar system at the Elementary and come in at budget for the installation of our system and monitoring electronics. We have not yet had sufficient time with the system in operation to be able to gauge a change in energy cost based on this system, however, we do now have the system operational and showing solar production on our new electronic display at the Elementary. We will keep you apprised of the results from this system.

Our current enrollment is 1543. Our current lottery continues to grow and currently stands at 4012 students on the wait list. The bulk of the wait list is in the Elementary grades, but there is substantial wait-list for grades 6-8 for the JH expansion next year.

Senator Neiderhouser, the Senate Majority Leader, is scheduled to visit Providence Hall on Friday, December 13<sup>th</sup> to tour the school as part of an analysis of charter vs. district school construction. I hope to also be able to highlight the good work the school is doing on IB and as a non-CMO independent charter school.

Legislative update: I am now acting as a co-chair of the Legislative Committee of UAPCS and have resigned my board position with UCN. I believe we go into this legislative session in a strong position for our school, and the interests we want to further with the charter community as a whole should issues affecting us arise, but really there are not many major bills at this time that would affect us. One relevant bill UAPCS will be advocating for this session would be a change to the lottery rules such that preference could be given by a school to children of board members, not just original founders, and preference to grandchildren, not just children. Both of these issues have come up at PH and I believe we should support a school's ability to use those in lottery preference rules if they so choose. I welcome the Board's thoughts. Robb comments in favor of such a bill.

Bonding is complete. As you all know, ours was the first pre-construction bonding of a Utah charter school given the full faith and credit of the State. The implementation of this bond has proven interesting as we have had to be the first to sort out issues such as how to enable sub-contractors to purchase their materials on a tax-free basis, a benefit district construction enjoys, but that most don't know how to apply to a charter project.

Academic Updates: (Nate Marshall) The Junior High has now completed the PSAT, and the ACT Plan and the ACT Explore testing on student grades 8-11. We had 3 students that scored in the 80<sup>th</sup> %, and rest scored at 50% or lower. We have some work to do with our 11<sup>th</sup> graders. Ty and I will be meeting with each student and parents in a SEOP type meeting to go over each set of scores, and things that can be done to improve those test scores. There are only 24 students we need to work with.

Elementary: (Kathy Watson) CRT scores show that reading comprehension is something we need to focus on. Other schools are having the same issues. Discussion on our teaching philosophy and the ultimate outcome for our students.

Emily Tulip will be leaving us to go back home to be nearer to family at Christmas break. We have now posted for the job and begun the hiring process to try to find a suitable replacement for her.

Skyward: We are moving forward with implementation. It will be time consuming but well worth it when it is up and running.

Construction Site: We have a new and improved site design for the High School. The new site includes a faculty parking lot.

Policy Changes:

- Admissions Policy Change
- Special Needs Policy Change
- Language Policy Change
- Assessment Policy Change
- Academic Honesty Policy Change

***MOTION BY ROBB ENGER TO APPROVE THE FOLLOWING POLICIES: ADMISSIONS POLICY, SPECIAL NEEDS POLICY, LANGUAGE POLICY, ASSESSMENT POLICY, AND THE ACADEMIC HONESTY POLICY. 2<sup>nd</sup> BY ALICIA HANSEN. VOTE IS UNANIMOUS IN FAVOR.***

- Budget – Mid-year budget changes/approval

On the attached budget, you will find a “proposed budget” column for your consideration. This lists out of the budget change requests we are proposing today. In some instances these changes reflect necessary modifications to the original budget for actual cost (e.g. increased benefits), others are re-adjustments. A few are requests for proposed increases or transfers of funds. These changes represent some increases in funding line items such as:

Employee Training and Development  
Education Support Services  
Computer and Tech Services  
Legal and Accounting  
Utilities Expenses  
Repair and Maint.-Comp and Tech  
Insurance Expense  
Advertising-Administration  
Enrichment  
Equipment-Tech/Software

Erin: IPADs are cheaper than laptops, smaller, and can be used for testing with key pads. Robb is cautious and recommends we experiment with 10 IPADs. There would be no problem if they are for Special Ed, but questions whether it would be wise to put it out to all students for general use. Discussion. IPADs would come out of special education budget. Jr. High has the greater need. Recommended that we get more information and pricing and discuss in the January BOT meeting.

***MOTION BY ROBB ENGER TO APPROVE THE BUDGET CHANGES, 2<sup>nd</sup> BY ALICIA HANSEN TO APPROVE THE BUDGET CHANGES FROM \$305,350, TO \$511,500. VOTE IS UNANIMOUS IN FAVOR.***

***BUSINESS MANAGEMENT***

- October Financial Report (includes proposed budget changes)

Beverly Ledward and Max Meyer: The school is in a good financial position. Day's cash on hand has dropped as expected. We made bond payments in October totaling \$406,699.00, as well as payments made on large purchases of curriculum and supplies. This report will reflect some changes from last month as there are always some invoices processed in arrears. Days cash on hand: 76

Discussion on accounting software changes.

Max impresses on Board how solid our buildings are and the facilities cost of our buildings vs. income. Our occupancy ratio is very low for the quality of our buildings. Over the years we will be saving quite a bit of money. This is permanent financing.

Erin: The finance cost is fixed. We are funded and done with our last bond.

**Closed Session:**

Robb Enger motions to move the Board of Trustees to a closed session for the purposes of:

- (a) the discussion of the character, professional competence, or physical or mental health of an individual;
- (b) strategy sessions to discuss collective bargaining;
- (c) strategy sessions to discuss pending or reasonably imminent litigation, or
- (d) strategy sessions to discuss the purchase, exchange, or lease of real property

***MOTION BY ROBB ENGER TO END THE BOT MEETING AND GO TO CLOSED SESSION. 2<sup>ND</sup> BY ALICIA HANSEN. INDIVIDUAL VOTE: ROBB ENGER, ALICIA HANSEN, MELANIE KINGDON, LONDYN NELSON. VOTE IS UNANIMOUS IN FAVOR.***

***MEETING ADJOURNED BY ROBB ENGER AT 4:03 PM.***

***Recorder 09 – Folder – A***