



*Minutes*  
*Providence Hall - Board of Trustees Meeting*  
*Thursday, July 21, 2011*

**Meeting called to order by ROBB ENGER at 6:21 pm:**

**ROLL CALL:**

Board of Trustee members present: Robb Enger, Alicia Hansen, Sonya Peterson, Laurie Compton, Stephanie Soper. Jolynne Jimenez is excused.

**Others Present:** Erin Preston, Jodi Lusty, Kathy Davis, Max Meyer, Jon Hagen, Kelly Mattingly, Jim Freeland, Peaches Sansom, Brian Hardy, Lynne Roux.

**Public Comment:** None.

**ROBB ENGER:**

**Item of Discussion:** Follow Up Questions from June BOT Meeting

Change: motion by Erin. Survey on line is asking for a login and password; cannot be opened. Jon will check on it and correct. Newsletter will be transitioned to Heidi Totten for junior high journalism class. Parents are asking that emails be sent to their email addresses if they are not on Facebook. There is concern with not having enough aides for elementary recess: fifth grade teachers will split 2 ta's. Coverage should be ok. Kathy Watson will send out an email regarding phasing out light blue color after next year.

**Item of Discussion:** Approval of June BOT Minutes

**MOTION BY ALICIA TO APPROVE JUNE BOT MINUTES. 2<sup>ND</sup> BY LAURIE. VOTE IS UNANIMOUS IN FAVOR.**

**ERIN PRESTON:**

**Item of Discussion:** PH Executive Summary

Ninth grade is currently at 61 students. Public relations: notice for meetings or events need to be sent out with plenty of notice. Will put events with dates on the website. Ribbon cutting ceremony is set for August 22. Email lists were being sorted by grade. Problem has been corrected. Meeting with Heidi Totten for communication. Move-in committee: James will send out email to get lists together for helpers. This will be a quick move-in time frame. Waiting for bleachers and elevator. Sonya will ask James to send email lists to the board and administration. Possible nursing position. Alicia would like this person to be on the health and safety committee. She will also be doing Spanish. New elementary certificate of occupancy is August 26. Kindergarten and 1<sup>st</sup> grade teachers will move in that weekend as teams. BOT meeting will be held on August 18 @ 12:00 pm.

BOT takes a break to go over to the junior high. **BOT MEETING RESUMES AT 7:09 PM.**

**Item of Discussion:** Construction Update

Board welcome: briefly tells where and how the school was started, etc.

**Item of Discussion:** Professional Development Plan

No questions or discussion.

**Item of Discussion:** Fund Raising Ideas

BOT loves the engraved brick idea. Time capsule – no charge. Trivia night and moms night out. School garage sale – awesome idea and great community event. This can be held at the elementary in the gym. Raffle baskets – good idea.

**Item of Discussion:** Grading Policy

IB and IB rubrics. Emphasize IB grades. Will have both grading scales/policy. Keep elementary grading scale at 1-4. No letter grades. Explain and launch new grading scale at parent meeting nights. Will provide description of number grades.

**MOTION BY LAURIE TO APPROVE THE GRADING POLICY PENDING ANY MINOR MODIFICATIONS TO IMPROVE CLARIFICATION. 2<sup>ND</sup> BY SONYA. VOTE IS UNANIMOUS IN FAVOR.**

**Item of Discussion:** Homework Policy

Homework has not been consistent throughout the school depending on grades, teachers and holidays. Add specific policy for projects. Projects clause. Table and re-craft elementary homework policy to make changes. Junior high policy: set parent and teacher expectations for consistency. Add the word “would” be required... Peaches would like to craft a junior high vacation policy for next month.

**MOTION BY SONYA TO ADOPT THE JUNIOR HIGH HOMEWORK POLICY. 2<sup>ND</sup> BY ALICIA. VOTE IS UNANIMOUS IN FAVOR.**

**JODI LUSTY:**

**Item of Discussion:** IB and Curriculum Update

Jaime Katyal will help with STAR instructors and volunteers. No further discussion or questions.

**Item of Discussion:** Benchmark Data

No questions or discussion.

**Item of Discussion:** DWA – Writing Test Results

Direct Writing Assessment – amazing results. Went from 66 to 93. No further discussion or questions.

**PEACHES SANSOM:**

**Item of Discussion:** Binders

Propose students start organizing from the first day. Students schedule will be on the back of the binder. Each divider will hold the IB expectations and the outline expectations for each subject. Only carry unit info. At the end of the unit student can archive in the class or take it home. Great info for students and parents. Cost projection is \$3000-\$4200 for 1500 binders. D-ring binders for students. If students lose or damage the binders they will need to purchase a new one from the school. Binders will be handed out at back to school night.

**SONYA PETERSON:**

**Item of Discussion:** Lunch Menu / Programs

Elementary: \$2.65 for small lunches, \$3.10 for large lunches. Junior high: currently set at \$2.75 per lunch. Raise price to \$3.00 for junior high lunches. 1 option of side: add the word "or".

**Item of Discussion:** Social Events by Grade

Busy time of year. There was a low turnout for yesterdays event. As events are in the evening there may be more students come out. 85 students showed up for the 7<sup>th</sup> grade event.

**PHAST:**

**Item of Discussion:** PHAST Update

No questions or discussion.

**MAX MEYER:**

**Item of Discussion:** Finalization of 2011-2012 Budget

Zack and Patty have done great work this summer. Board minutes from May 26, 2011 – strike from minutes the following: "presented budget in a format to be discussed in closed session". This did not happen in closed session.

**MOTION BY SONYA TO STRIKE SENTENCE REFERED BY MAX IN MAY 26, 2011 MINUTES. 2<sup>nd</sup> BY STEPHANIE. VOTE IS UNANIMOUS IN FAVOR.**

UAPCS: drafted invoice – Chris Bleak. Bulk of budget goes to pay his salary. Providence Hall has asked for more detailed itemization. Spends a lot of time in supporting schools that are not in compliance. Chris wants to give charter schools grades. Providing Providence Hall receives the budget asked for, Erin recommends to stay for another year. Concerned with how UAPCS is run. Board recommends asking for the detailed budget again but not pay anything until it is received. Board wants to attend one of the board meetings for UAPCS.

Finance report: Technology Services – billed monthly. One invoice that is in question didn't get processed in a particular month. Reimbursement for expenses. \$9,990 - advanced billing for May, June, July; paid in May.

PHAST: Donated \$3000 towards field trips, \$500 for Ken Garff and \$300+ toward something for teachers. School carnival was given at half price. \$5000 in cash money at the end of this past year versus the previous year. No further questions or discussion. Computers are received and locked up. Elementary gym is full of furniture. Max is still checking on lunch tables. Working on getting all desks and chairs; \$10-20/ea.

Curriculum order was placed today. Should be receiving it in 3-4 days. Brian was able to get most of it for 50% off.

**Item of Discussion:** Leave Policy

Add word "personal" to sick leave. Pay out at rate of \$80/day. Strike sentence: conflicted sentence; at pay out with ½ rate/day. Change to 12 days PTO (personal time off).

**MOTION BY SONYA TO ACCEPT THE GENERAL LEAVE POLICIES PROPOSED BY MAX AND ANY CHANGES THAT HE MAKES. 2<sup>ND</sup> BY STEPHANIE. VOTE IS UNANIMOUS IN FAVOR.**

**Item of Discussion:** Whistleblower Policy

**MOTION BY SONYA TO APPROVE THE EMPLOYEE PROTECTION POLICY, AKA THE WHISTLEBLOWER POLICY. 2<sup>ND</sup> BY STEPHANIE. VOTE IS UNANIMOUS IN FAVOR.**

**Item of Discussion:** Capitalization Policy

Discussed changes in this policy. Changes: \$2000 threshold instead of \$1000. Change: permission of “principal” to permission of “board chair”. Replace “principal” with “treasurer” in policy. Effective July 1. Strike: record and track. Computers inventoried periodically. Do not depreciate student desks. Camera will be tracked as inventory. Add server, network, hardware and laptops to inventoried and tracked items. Create a 1 page document of items to discuss every year.

**MOTION BY SONYA TO ACCEPT THE REVISIONS OF THE CAPITALIZATION POLICY BASED ON THE REVISIONS MADE BY MAX. 2<sup>ND</sup> BY ALICIA. VOTE IS UNANIMOUS IN FAVOR.**

**Item of Discussion:** Benefits Change

Educators Mutual has kept rates at reasonable amounts but by diluting the benefits. Max explains to board. Hands out color coded sheet. Educators (EMI) rate is going up by 7%. Select Med is an IHC network. Benefits were comparable to the other two. 3% increase in premium, but 4% decrease if staying with Educators Mutual, made co-pays and family out-of-pocket expenses better. They are more accessibility to doctors and hospital. Option 2 is better from a provider standpoint.

**MOTION BY ALICIA TO GIVE PERMISSION TO MAX, ERIN AND BRYAN TO PROCEED ON THE AMENDMENT OF THE HEALTH BENEFITS POLICY. 2<sup>ND</sup> BY STEPHANIE. VOTE IS UNANIMOUS IN FAVOR.**

PHAST signers: Elementary level: Robb, Erin, Sonya, Heath, Heather. New checking account needs to be opened for the junior high. Elementary gifted junior high \$2000 to get started for the 2011-2012 school year. Table junior high fees for next meeting.

**MOTION BY STEPHANIE TO GO TO CLOSED SESSION. ALICIA, STEPHANIE, SONYA, ROBB, LAURIE. ADJOURN MEETING. 2<sup>ND</sup> BY ALICIA. VOTE IS UNANIMOUS IN FAVOR.**

**MEETING ADJOURNED BY ROBB ENGER AT 8:57 PM.**