



Minutes
Providence Hall - Board of Trustees Meeting
Thursday, March 18, 2010

Meeting called to order by ERIN PRESTON at 6:00 pm:

ROLL CALL:

Board of Trustee members present: Erin Preston, Laurie Compton, Paige Anderson, Robb Enger, Alicia Hansen, Stephanie Soper.

Others Present: Mark Johnson, Kelly Mattingly, Jodi Lusty, Chris Ord, Lincoln Filmore, Erica Nuttall, Jenny Hunter. Members from Channing Hall attended.

Public Comment:

ERIN PRESTON:

Item of Discussion: Follow-up Questions and Comments from Previous BOT Meeting
Discussion of electronic teacher evaluations. Mark has started evaluations this week. Discussion of letter grade for evaluation versus number. Grant application – change wording to “salaries and benefits” or “salaries and compensation”. Copy Aide position has not been filled yet.

Item of Discussion: Approval of February Board Minutes

MOTION BY PAIGETO APPROVE FEBRUARY BOT MINUTES PENDING CHANGES. 2ND BY ROBB. VOTE IS UNANIMOUS IN FAVOR.

PHAST:

Item of Discussion: Sponsor Policy

Resubmitted policy for wording change. Change “Adult related material is not considered an appropriate sponsor”. Also changed “Providence Hall Administration and PHAST”. Eliminate “alcoholic beverages”. Change “evaluate” to “approve” and add “PHAST Board will approve vendors based on the appropriateness of the types of products or services”. **MOTION BY PAIGE TO APPROVE THE SPONSOR POLICY PENDING CHANGES. 2ND BY ALICIA. VOTE IS UNANIMOUS IN FAVOR.** Take out #4 line completely. Line #5 will be changed to “when considering a potential sponsor, Providence Hall administration and the PHAST board will evaluate and approve vendors based on the appropriateness of ...”. **MOTION BY ROBB TO AMEND THE PREVIOUSLY APPROVED POLICY FOR PHAST SPONSORSHIP. 2ND BY LAURIE. VOTE IS UNANIMOUS IN FAVOR.**

MOTION BY ROBB, ALICIA, STEPHANIE, PAIGE AND ERIN TO MOVE TO CLOSED SESSION FOR THE DISCUSSION OF THE PURCHASE, EXCHANGE, LEASE OR SALE OF REAL PROPERTY.

Moved to closed session at 6:22 pm.

MOTION BY ROBB, ALICIA, STEPHANIE, PAIGE, AND ERIN TO LEAVE CLOSED SESSION.

Moved to open session at 7:20pm.

KELLY MATTINGLY:

Item of Discussion: REMS Grant Update

Committee formed. Members consist of Mark, Kathy, Chris, Jodi. Committee members also have other members on their own individual committee. ADD is the machine that talks you through step by step in the event of a heart attack. It will administer the shocks if needed. Presentation to others schools. On the calendar for the August Charter School Directors Meeting and the Charter School Quarterly Safety Meeting – March 29 at the Capital. Jon and Kelly will present what the REMS Grant is, areas include Prevention Litigation, Response, Recovery. Will also go over the protocol for (ICS) Incident Command Stations. Will talk about what Providence Hall is doing to prepare, prevent problems, what we can do at this time, what can we plan for in the future. Presentation will be done by power point. Laurie asks to send it to the board. Kelly is about half way through it and will forward it once it is completed by next Wednesday. Board would like to see what Kelly and Jon will present before these meetings. They would like to see updates on committee progress. Food committee is headed up by Kathy and her committee is working on getting water bottles and storage barrels donated and/or at a lower cost. One case of water will be kept under the sinks in each classroom. Water barrels will be stored in the kitchen by a drain. Additional water bottles will be stored on shelves in the kitchen. Infectious Diseases is headed up by Chris. Kelly explains that all these committee are on going tasks and we have until the end of January 2011 to have the plan completed and in place. BOT would also like to see hours kept on Kelly and Jon.

MARK JOHNSON:

Item of Discussion: Monthly Principal Update

PE Instructor – cannot sign a contract until the end of March or beginning of April. This specialized teacher won't start until next school year. Kindergarten rubric - Kindergarten roundup will be in May, parents will receive that information at that time along with meeting the teachers, touring the school, etc. Mark and Stephanie Proud are working together to improve it and make it easy to use and understand. Invitations will be mailed out, it can be put on the website and newsletter. Land Trust – written by the committee who is Jodi, Stephanie, Dan Sherwood, and Emily Anderson. 3 parents and 2 staff members. Committee met, Mark took notes and contributions, put it in written form, sent it out to the committee, all members signed off on it. Parent/teacher conferences – attendance was down from the fall. Some teachers met with parents before conference dates due to them going out of town. Intent to return forms have been sent out. All are planning on returning except 1 teacher – moving out of town. TA intent to return forms will be done in April.

Item of Discussion: Grant Identification and approval Process/Policy Discussion

No questions or discussions.

JODI LUSTY:

Item of Discussion: IB Application flow Chart

Quality of planners is improving. Average grade – B, getting better. Jodi is helping 3rd grade improve their planners.

Item of Discussion: IB Application Status for On-Site Training

Very helpful. PYP in Idaho is River Stone International School. Approved as an IB school last fall. Training for level 1 is August 9-10. Robb needs to attend.

Item of Discussion: IB Progression Chart

Last month bench levels – bench marks for reading levels were lower in upper grades. Jodi explained the chart with the board. Reading and math levels improved in all grades. Jodi will forward a copy of the chart to the board. Laurie would like to see how many students digressed. Jodi will send that information by email.

CHRIS ORD:

Item of Discussion: Business Managers Update

Robb asks why the interest has come down since the last month. 01.500 line – Chris will look up why it went down when it should not have. Corporate donation in January - \$4,000 for boxtops through PHAST. Providence Hall should receive another donation in July. Providence Hall is #1 in the state of Utah, #3 or 4 in the nation. Add board fundraising member for next agenda item. Wages for substitutes went up due to having 2 teachers out on maternity leave. Retirement program is down about 300 over prior month and Robb is wondering if we should be recording something that we have not recorded this month. Chris explains the retirement program did not get applied until March. Unemployment insurance is up 2000 over last month, 1000 higher than in December. Line 280.00 – a payment was due to the State of Utah for an employee with an unemployment claim from last year. Chris thinks it was a payment that went over the insurance benefit for that employee as an extension of benefits. Chris will call the unemployment office to see if there may be another payment. Special Education services was down. We were not billed until late so it didn't go in until March. Robb asks if there will be a deduction of \$5000 and an additional \$5000 in March for retirement, and an additional \$10,000 in March for Special Ed services. Chris confirms that would be close. Property Services – line 433.26 \$4500 to 715 to 370. December was prep work for the kindergarten playground equipment. Travel lodging expense went up. This was related to the charter school conference. Covered plane tickets, airport shuttle, mileage. Curriculum Special Education – line 641A.10 is at 0.00 but is over budget by \$9000. ARA funds were approved and is adjusted for in the budget proposal. Computer software is over budget by \$28000. Chris explains it is due to the same ARA funds. Chris will fix the adjusted interest rate.

Item of Discussion: FY10 Budget Revision

Loan payoff check was written in June but not deposited and cleared until mid July. Robb would like Lincoln to call the clerks manager. Chris will get the name of the clerks manager. Delay item until next month for work session. State board – no budget cuts for current fiscal year. Mid April, work session for next year's budget cuts.

MOTION TO GO TO CLOSED SESSION: MOTION BY ROBB, 2nd BY STEPHANIE. ALL IN FAVOR: Robb, Alicia, Stephanie, Laurie, Paige, Erin. VOTE IS UNANIMOUS IN FAVOR.

Closed Session:

Meeting adjourned by ERIN PRESTON at 8:22 pm.