



Minutes
Providence Hall - Board of Trustees Meeting
Thursday, May 17, 2012

Meeting called to order by ROBB ENGER at 6:15 pm:

ROLL CALL:

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

Others Present: Erin Preston, Jodi Lusty, Kathy Davis, Jim Freeland, Shannon Singleton, Erica Nuttall, Kathy Watson, Jon Hagen, Alicia Calapp, Dave Compton. Max Meyer will join later.

PUBLIC COMMENT: None Submitted.

ROBB ENGER:

Item of Discussion: Follow Up Questions from April BOT Meeting

Change name to Chief Antiweirden. Update calendar and make changes. Discrepancies with holidays and early out days. Check parent/teacher conference days. Jolynne will go over with board. Erin did not make a recommendation as to the Attorney Engagement Authorization.

Item of Discussion: Approval of April BOT Minutes

MOTION BY SONYA TO APPROVE APRIL BOT MINUTES AS AMENDED AND DISCUSSED PENDING CHANGES AND CONVERSATION WITH JOLYNNE AFTERWARDS. 2ND BY ALICIA. VOTE IS UNANIMOUS IN FAVOR.

ALICIA HANSEN:

Item of Discussion: Health and Safety Minutes

Hired school nurse. Shelly Cundick has been on the Health and Safety committee for the past three years. She is now working in elementary and next year will be split between both buildings. Kelly will be in touch with local fire authorities and Mike Marshall for drills. Wants to run more intense drills during rotations. Ryan Wright – CPR/First Aid instructor for both buildings. Head injury policy is just about complete. Shelley Cundick, Lynn Roux and Crystal Riddick all attended vision training on May 8th. Diabetes conference attended on May 11. Patti – completed walk through for risk management for elementary. Bio hazard bags are not needed; just use double bags and gloves. All staff will be CPR certified by the first of the year.

JOLYNNE JIMENEZ:

Item of Discussion: Review of PHAST's Budgets and PHAST Board Training Plan (Jolynne)

Thank you gift is given to Jolynne for all her time and effort. Erin and Kathy would like to attend next Ephast meeting for bank reconciliations versus budget reconciliations. Budget was in place – turned in to board on

August 18th. Met with Lincoln. Natalee says there are discrepancies from what the board communicated and what Lincoln was saying. Kathy and Lincoln told Natalee that our board will want amendments. Robb suggests Ephast has an agenda item at the beginning of the year and at the end for accountability. Sonya suggests creating a policy they can use as a map as an internal policy. This has been communicated to them many times. Natalee suggests revisiting the by-laws. Lincoln made it clear that they are a sub-committee that reports to the board. It was suggested to add a required duty of the board liaison to submit a monthly budget check. JRphast: student activity fee – under the impression that a portion was supposed to go to PHAST. Another portion was to be used by the SBO's to fund socials. Ephast donated money to JRphast to get it up and running. Discussed the need of a plan for going forward. Erin will meet with Max regarding the school financials.

ERIN PRESTON:

Item of Discussion: Executive Board Summary

CRT's going well. Prelims are exciting. Bonding – so far so good. Appraisal came back well. Facility – Rocky Mountain says there was not a power surge. Insurance won't pay saying there was a power surge. Consulting with Eric to review our policies and make necessary policy changes. USDA – a lot going on but moving forward. Feasibility and application turned in soon. High school application – Erin will be attending on May 31. Must explain IB Authorization timeline. Elementary – 7 teachers are leaving. Jr high – 8 teachers are leaving.

Item of Discussion: Special Education Purchase Priorities (with Kathy Watson)

Erin is getting conflicting stories of how SPED money is to be spent. She is trying to determine if these funds are to be spent or we lose them. Erin suggests having a plan in place for purchases. SPED is writing grants to try to get iPads. Elementary SPED currently has 2. Discussion on students and funding for next year. Close to 100 SPED students in each school for next year. Board agrees to allow SPED department to use money as they see fit.

MOTION BY SONYA TO ALLOW ADMINISTRATION TO EXPEND THE FUNDS, SHOULD THEY BE DETERMINED TO "USE IT OR LOSE IT" IN SUCH A WAY AS OUTLINED IN THE PROPOSAL, AT THE DISCRETION OF THE STAFF. 2ND BY ALICIA. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: Digis Contract Authorization (satellite at elementary in exchange for free internet and money)

Board gives approval for Erin to sign contract. No further discussion or questions.

Item of Discussion: Folding Chair Purchase (Erin + Kathy/Jim)

Current chairs – storage is an issue. Chairs went between both buildings and there is less at the elementary now. Not enough to accommodate functions. It is suggested to order all folding chairs for the elementary and give others back to junior high. Laurie suggests selling the old chairs and purchasing folding chairs for both schools. 500 chairs for elementary and 500 chairs for junior high. Erin explains bonding and purchases. Max has arrived. Move agenda discussion to business managers update.

Item of Discussion: Attendance Policy (Erin + Jim)

Days absent wrong – (see papers). Elem: 1-5 days, 6-10 days, 11-15 days. Jr high: based on student missing 3 periods per day. Discussion on funding that is tied to daily attendance versus WPU on October 1. Excused definition categories. Parents can excuse up to 10 absences without a doctor's note. Let parents know we will be focusing on attendance. Erin will send out a letter to parents informing them of the start time and new attendance policy.

MOTION BY SONYA TO APPROVE THE PROVIDENCE HALL ATTENDANCE PLAN WITH CHANGES THAT ERIN HAS WRITTEN DOWN. 2ND BY JOLYNNE. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: Start Time Discussion

Erin states that given the new information we have that Mountain View Corridor is going to be open, it removes the previous concerns we had so it would be prudent to leave the start time as is. Robb suggests the start time will remain the same.

Item of Discussion: Manage Back – IB System: Demonstration and Possible System Purchase (Jim/Jodi/Kathy)

Portal accumulation system to IB program. Erin explains the program. It puts everything in an IB context in a way that we could not create on our own. Teach parents and students what IB actually is. All teachers can input lesson plans for the entire year. Parents and students can see what projects they will be doing throughout the year. Erin likes IB where it forces faculty and parents to learn IB. Annual subscription of \$6500 for the program is required.

MOTION BY SONYA TO PURCHASE THE MANAGE BACK SUBSCRIPTION IN JULY. 2ND BY LAURIE. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: Compass System (SIS Replacement) – Jon/Jim/Kathy

Matt Murdock - \$26,000/2 years. Jon explains the system. Examples: Scheduling is easier for teachers. Parents and students can set up Friday classes. Attendance is easier for teachers to record and for administration to run reports and do analysis. Erin likes that Compass will retain CRT data at the micro level. Unit plans tie into the manage back system. Student schedule: goes to teacher's blog. System sends as much information to the parents as possible. Parents are able to pay fees and account balances online. Will send notification to parents on balances. Teacher creates the assignment and student can upload it. Also tied to library system; parents can see what books are checked out. Email notices go to 1 family. Discussion on the 2 systems. Erin feels uneasy about implementing 2 systems at the same time. Manage Back sells IB where Compass sells the school as a whole. Annual maintenance fee of about \$3000 per year. Robb suggests checking references and looking at needed purchases before the decision is made. Sonya suggests moving this item to a budget work session in July. Erin will call the schools and check on references about the system.

JIM FREELAND:

Item of Discussion: Minder Binder Organizers for Jr High students to replace current binder system
Ok to order now, but postpone PO until after June 30. No further questions or discussion.

MAX MEYER / SHANNON SINGLETON / BRIAN HARDY:

Item of Discussion: Business Manager's Report – April

Started to receive state add on funds. Expecting about \$297,000 total by June 30. \$248,000 received so far. Received \$24,000 in lunch revenues in April. Lunch program is at a \$4,000 profit. Lawn maintenance and repair at jr high and elementary. UAPCS dues were paid. Retaining cash for bond rating; \$58,000 unrestricted and \$97,000 in cash on hand/restricted funds. Max clarifies the IAD funds are not "use it or lose it" within the first 18 months. Further discussion on purchase of chairs. Robb says to order now providing the PO can be postponed until after June 30.

MOTION BY SONYA TO APPROVE A POST JULY 1 PAYMENT ON THE PURCHASE OF 1000 FOLDING CHAIRS AND MINDER BINDERS SUFFICIENT FOR THE JR HIGH STUDENTS FOR THE 2012 YEAR. 2ND BY ALICIA. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: Budget Review
See Business Manager's report.

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.

MOTION BY LAURIE TO GO TO CLOSED SESSION. 2ND BY SONYA. VOTE IS UNANIMOUS IN FAVOR. MEETING ADJOURNED.

MEETING ADJOURNED BY ROBB ENGER AT 9:22 PM.

Recorder B - Folder A - #3