



*Minutes*  
*Providence Hall - Board of Trustees Meeting*  
*Wednesday, October 20, 2010*

**Meeting called to order by ERIN PRESTON at 6:14 pm:**

**ROLL CALL:**

Board of Trustee members present: Erin Preston, Robb Enger, Alicia Hansen, Sonya Peterson, Laurie Compton. Paige will be joining us later.

**Others Present:** Mark Johnson, Jodi Lusty, Stephanie Renshaw, Max Meyer, Kathy Watson, Jon Hagen.

**Public Comment:** UAPCS

Deena Pile will be joining later.

***ERIN PRESTON:***

**Item of Discussion:** Follow-up Questions and Comments from Previous BOT Meeting

No follow-up on Bountiful Baskets. Will follow up with Max. Saturday building use. Erin asks if the teachers have come up with any service projects. Mark will check. Mike Marshall will come through November 8th to do a safety walk through of the building. Put on agenda for next month - Use of facilities was written as a draft but not approved into a policy. Mark will look into ideas for a policy. Obtain samples from Lincoln. IB trainings are all full. Jodi will keep looking. Board would like to know if any pertain to them. Once approved, trainings can be done in-house. Red Ribbon fundraiser – sponsor 2 Chic-Fil-A nights, one in the fall and one in the spring; having all proceeds from the spring go to the health and safety committee. If that is not enough money, PHAST will re-amend their budget. Janene Bowen name change in minutes. Channing Hall rep is coming next week for Professional Development; Brain Gym. Utah Consolidation Application – specific names were taken out.

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

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

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

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

**Item of Discussion:** Junior High

Open enrollment. FAQ put on website. Ask parents of 6<sup>th</sup> grade students to enroll their students for 7<sup>th</sup> grade. Confirm their intent. 6<sup>th</sup> grade segregation; separate from 7-9 grades, no rotations. Erin will write something up explaining this idea as of now. Jon will post on website. Clarify enrolling 5<sup>th</sup> graders into 6<sup>th</sup> since they will be moving into the middle school building next year. Enrollment will remain open. Lottery can be held at any time, as long as enrollment is open for a few months. If enrollment is left open all year, people can still add their names to the database at any time; even after the first lottery is held. State the lottery process and sibling priority wait lists on the website. Advertise and get the word out regarding the expansion.

**Item of Discussion:** Finance Update

USDA loan has fallen through due to an 8 month approval. This is usually a 6 month approval process. Environmental Impact Analysis takes 2 months. 8 months before even knowing if we would receive the USDA construction loan. Entering school August 2012 at the earliest. USDA financing is still possible if Herriman City comes in under \$20,000 in the 2010 census. Regular bond financing is at a lower rate. Erin advises going with the builder finance model. Developer model or builder finance model. 3 possible builders. Public process. Architect submissions are required to be turned in by October 25 with a selection by November 3. Meeting is set for November 2 at 4:00 pm for architecture selection. Creating a bid set of architectural plans takes 2 months. Erin recommends a Builder Financer/RFP combo.

**Item of Discussion:** USOE Update

No questions or discussion.

**Item of Discussion:** Math Curriculum

No questions or discussion.

***ALICIA HANSEN:***

**Item of Discussion:** Health and Safety Committee Update

No questions or discussions.

**Item of Discussion:** Laundry Compensation

Board will reimburse bill for laundry usage and time. \$1,224.00 over 2 years + 2 hours on Saturdays. Acknowledgement from board on all he does.

**Item of Discussion:** Jason's Deli

Possibly modify the kitchen with a grease trap to prepare lunches at Providence Hall. Problems with Jason's Deli not delivering the amount of lunches ordered. Food is old or dry. Erin spoke with Alicia and Melissa Enger about healthier alternatives; organic foods. Possibly form a committee to look into a federal lunch program, involve staff members. Alicia to make suggestions on who to have on the committee. Erin offers to help if needed. Kristen and Alicia will talk to Jason's Deli and how many times Providence Hall has had issues. Possibly keep crustables in the freezer. Alicia will look into what health permits are needed to have lunches prepared here. Look into a more extensive lunch program for next year in the elementary school. Paige would like to see more affordable lunch prices.

***STEPHANIE RENSHAW:***

**Item of Discussion:** DC Tour

Stephanie verified with Max that there is a 15 million dollar insurance policy for traveling out of state. Every 10 students = 1 free ticket. Tour would be in June. Open to all 5<sup>th</sup> graders. Offer to 6<sup>th</sup> graders only this first year. No objections from board in pursuing this. Stephanie will plan a parents night to explain and give details. Will forward to board. Providence Hall will not be the sponsor. Will try to get a nurse to go on trip.

***PHAST:***

**Item of Discussion:** PHAST Update

PHAST will open Facebook to all individuals. November 4, Parent/Teacher conferences; PHAST will provide dinner for teachers and staff. Board is invited to attend. SBOs are planning and running with Red Ribbon week. Erin praises Sonya on the job she is doing as President.

**Item of Discussion:** Babysitting – Policy Change

No policy change needed. Babysitting hours can be counted towards volunteer hours. Policy verification. Kathy will put announcement in newsletter.

**JODI LUSTY:**

**Item of Discussion:** IB Update

Praises from board.

**Item of Discussion:** Curriculum Update

IB Authorization visit is in December. Scheduled for the 2<sup>nd</sup> & 3<sup>rd</sup>.

**Item of Discussion:** PYP Sample Visit Agenda

Praises from board. Brain Gym instruction on Friday. CRT focus – teachers set goals. Handwriting software; teachers are looking at samples. Erin would like to make a board recommendation at the appropriate time.

**MARK JOHNSON:**

Erin asks why enrollment is at 99 for 3<sup>rd</sup> grade; a parent withdrew her student to attend a school closer to their home on September 30. No siblings for 3<sup>rd</sup> grade. Not enough time to fill from general list before October 1 count. 101 students in 2<sup>nd</sup> grade; 1 kindergarten student was tested to skip 1<sup>st</sup> grade and advance to 2<sup>nd</sup> grade. Math curriculum was discussed with the changes coming over the next few years. Mark explained this to the board. Consistency for students. State will gradually be adopting new standards. Only affects math and language arts. CRTs will be replaced for the 2013-2014 school year. Assessments and standards will be different. Mark suggests not purchasing curriculum based on current standards. 8<sup>th</sup> grade math; 9<sup>th</sup> grade math. Specific course titles will be taken away; Geometry, Algebra 2, etc. May need to be more teacher education. Professional Development day is October 29<sup>th</sup>. Brad Wilcox is coming to train. He is a professor at BYU in their teacher development department. UAPCS – voted for the 4 candidates Mark thought were the best qualified. Winners are unknown at this time. Funding of SPED – could impact our school. Only affecting charter schools. Just paid dues to UAPCS. They need to act on our behalf. 504 training – Stephanie attended. Brought her up to speed on Utah Law. She will forward to the board. Required reading assessment – State Legislature made it mandatory that each school in the state do a new reading assessment, it will be the same for everyone. This will be due in January of 2011. Results to state at the end of the month. Student will read 3 passages, someone will track their errors, time them to gauge fluency. Determine if student is on grade level or below. Count it up and report back to state.

**Item of Discussion:** Maintenance of Enrollment Policy

Policy was never adopted. Home school students; attend school at least 75% of the time.

**MOTION BY PAIGE TO ADOPT POLICY. 2<sup>nd</sup> BY ROBB. VOTE IS UNANIMOUS IN FAVOR.**

**Item of Discussion:** Tuition Reimbursement

Laurie would like to see this more specific and spelled out. Set a percentage as a total with a capped amount to each teacher, pending marks approval. Possible repayment plan if teacher leaves Providence Hall within a certain time frame of receiving degree. Robb suggests a set percentage of 1% of the previous years audited net income. Cap of \$500 per teacher/per year; upon Mark's approval. Approximately \$4000.00 total cap. Mark will forward changes to the board. This will be effective immediately.

**MOTION BY PAIGE TO ADOPT POLICY PENDING CHANGES DISCUSSED. 2<sup>nd</sup> BY LAURIE. VOTE IS UNANIMOUS IN FAVOR.**

**MAX MEYER:**

**Item of Discussion:** Business Manager's Report

Financial side is ok. Balance sheet is fixed. Bank corrected their error. Reports: Annual Financial Report and Annual Program Report were filed on time. UCA budget, some returns from state. Max will be working on them tomorrow. October 1 count was at full capacity; 700 students. Facilities work has been done; Bill and Max did a thorough walk-through. Working on prioritizing issues with Alicia. Bill has been doing laundry on his own time and expense over the past 2 years. Board of Trustees will approve reimbursement. \$2000 quote on washer/dryer, commercial grade. Mechanical room is designed for a stackable washer and dryer. PHAST cash box – Max will check with Chris on where this line item came from. Money line should not exist. PTIF account – moving some money into money market accounts. Max has been working on reports, but this item is on his list to do. Rob will review the audit financial statement. Erin asks Max for copies of the 5 year financials.

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

**MEETING ADJOURNED BY ERIN PRESTON AT 9:10 PM.**