



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

Meeting called to order by ROBB ENGER at 3:08pm:

ROLL CALL:

Board of Trustees members present: Robb Enger, Sonya Peterson, Alicia Hansen, Londyn Nelson. Laurie Compton is in route. Melanie Kingdon is excused.

Others Present: *Erin Preston, Jodi Lusty, Shannon Singleton, Kathy Watson, Beverly Ledward, Max Meyer, Erica Hancock, Nate Marshall, Kathy Davis, Rebecca Strait, Lynn Roux, Kim Richins, Burgandy Keddington, Denise Christiansen, Jeremy Green, Angela Johnson, Catherine Jensen, Jessica Leatham, Janae Rindlisbacher, Kessia Robinson.*

PUBLIC COMMENT:

Mr. Green – 8th grade reading curriculum. *He feels the 4 books chosen are dark and heavy reading curriculum for 13 years of age. This is not a religious belief or standards issue, but they do have an uplifting message. On the other hand, 9th grade reading – Holocaust – has images and violence, sexual relationships; they have material not appropriate for the age. The book also has images that last for many years. Another book – The Crucible – very dark. The political and social messages that are contained in the book are in a language far above the 13-14 year old level. Too many other books that uplift and are fun and happy. Recommends changing these books to something more appropriate for that age. Use books that will bring in light, not sorrow and violence. Mr. Green asks board members to consider changing these books to something lighter and age appropriate.*

Mrs. Collingridge – Performances, PA system. *She is hopeful as parents, educators, professionals and community members that the problem does not happen in the high school. Hopeful that enough funds will be allocated to the construction of the high school. High School needs to have appropriate acoustics. Imperative in an educational setting that every word be heard. Difficulty in hearing in the gym. This has happened twice. No matter how high the quality of pa systems that come in it does not make up for the low signals and noise ratio or the accompanying difficulty the children will have listening as we, as participants, come to performances and wonder what was being said. Also please plan for sufficient parking and pick up. Surveys that ask for parent input are appreciated. Erin Preston answers a parent question and explains that the current high school plans do include a gymnasium. Auditorium for high school can be added at a later date. She also addresses the traffic study. This will analyze the traffic between all 3 schools. Kathy Watson also explained that the elementary is working with PHAST to try to get more microphones to help with the acoustics in the gym.*

Laurie Compton, Acting Board Chair:

Item of Discussion: Follow Up Questions and Comments from Previous Meeting

Change in minutes – Laurie Compton will be joining later. Change meeting to adjourned by Robb Enger, not Laurie Compton. Laurie Compton was not able to be present for the August meeting. Remove Sonya Peterson's comment regarding testing. She wanted to make sure we were following IB, not about testing too

much. Manage-bac presentation – Alicia Hansen asked for a short presentation. Elementary is not as involved as the jr high. Robb would like to have the short version.

Item of Discussion: *Approval of August BOT Minutes*

MOTION BY ALICIA HANSEN TO APPROVE THE BOARD MINUTES FROM THE AUGUST BOT MEETING WITH CHANGES AS DISCUSSED. 2ND BY LONDYN NELSON. VOTE IS UNANIMOUS IN FAVOR.

ROBB ENGER:

Item of Discussion: *Reporting from Squire on PH Finances and Audit Results*

Robb explains the process to the board. The auditors come in and review our financial statements. Laurie Compton arrives. Independent auditors report on Internal Control over Financial Reporting and on compliance and other matters based on an audit of financial statements performed in accordance with Government Auditing Standards. Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America. Internal Control over Financial Reporting – during the audit they did not identify any deficiencies in internal control that they consider to be material weaknesses. Last part of audit came in yesterday – Report on student membership that goes towards student records and how those records are kept. 30 student records were audited at random and Providence Hall was found to be 100% accurate on all of the student entry and exit dates as well as membership records being in compliance.

ERIN PRESTON:

Item of Discussion: *Selection of Board sub-committee for PHHS Contractor Selection*

Public request of proposal was sent out for submissions on construction for the high school. 6 very qualified contractors have responded with complete packages. Erin Preston and Shannon Singleton will be reviewing the submissions that were received and will determine from there how many have valid bids. From there they will put it toward the contractor selection committee. Robb asks Erin to explain the Procurement Code to those who have not been at a board meeting before. 3 members need to be on the Contractor Selection Committee and must sign a Conflict of Interest form. Robb Enger, Londyn Nelson, Erin Preston, Shannon Singleton, Sonya Peterson, Alicia Hansen would like to be part of the committee.

MOTION BY SONYA PETERSON TO CREATE A PHHS CONTRACT SELECTION SUB COMMITTEE WITH THE FOLLOWING PEOPLE TO SERVE ON THAT COMMITTEE: LONDYN, SONYA, ERIN, ROBB, ALICIA AND SHANNON. 2ND BY LONDYN NELSON. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: *Resolution Agreement – Bonding*

Erin requests the board pass a resolution that authorizes us to incur additional indebtedness for the high school bonding. This is prepared by our legal counsel David Broadbent and Erin has reviewed it for accuracy. In addition to agreeing to the resolution, we need to authorize Robb Enger to act as signer on the bonding agreement.

MOTION BY ALICIA HANSEN TO RECOMMEND THE ADOPTION OF THE RESOLUTION AGREEMENT AND AUTHORIZATION OF ROBB ENGER TO SIGN ON PROVIDENCE HALL'S BEHALF. 2ND BY LONDYN NELSON. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: *CRT & Report Card Score Update / Analysis (with Admin)*

Providence Hall received a “B” grade. Many charter schools received a grade of “D” or “F”. Robb explained this topic was briefly discussed at the Utah State Charter Board meeting. There will be a bigger discussion and action item at the next meeting where letters will most likely be sent out to the schools with the

“D” or “F” grade asking them to explain themselves. For those schools that cannot adequately explain, they could be put on a 3 year warning process: Warning. Probation. Shut down. Our “B” grade is largely based on a change in formulas and the analysis. It used to be that 100% of the grade be proficiency based to now have it be 50% based on proficiency and 50% based on growth. Test changed this year. SAGE assessment. Erin states we need to release this information to all parents. Elementary is getting many questions about the grade. Robb Enger commends Kathy Watson on her explanation at the Parent Night.

Item of Discussion: Sex-Ed Curriculum Information

Erin Preston included in the board packet the Sex-Ed consent form from the USOE. It will be sent home to 9th graders and potential AP Biology students. Board does not have any objections.

Item of Discussion: Delegate Selection for UAPCS

Board needs to vote on whom they would like to vote in the UAPCS elections. Board would like Erin Preston to vote on behalf of Providence Hall.

MOTION BY LAURIE COMPTON TO APPOINT ERIN PRESTON AS PROVIDENCE HALL REPRESENTATIVE AT UAPCS. 2nd BY SONYA PETERSON. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: Board Analysis of PH Required Reading for 2013-2014 Year

In year's past we have not had the Board review the student reading lists prior to the start of the school year. With our increasing student ages and maturity levels it is probably appropriate to have the board give approval to any literature that our parents or students could find controversial in the upcoming year's required reading. Erin would like the board to weigh in on the books *Outsiders* and *Night* as she had concerns with; specifically questions on literacy merit versus controversial nature of the subject matter or age appropriateness of students. Laurie Compton felt it would be good to bring it before the board as they were not able to review the student reading list prior to the start of school. Discussion took place from attending parents and teachers on the different approved book lists set by districts and the books assigned by Providence Hall. Kathy Watson suggests that parents sit in on a class or look at the teacher's lesson plans to see how they are teaching the book. Robb Enger asks teachers if there is an alternate reading list for students who do not want to read the assigned books. Teachers would not like the alternative list because they feel it will set a precedent and students will be choosing whatever they want. These would be private and rare situations. Discussion ensues on the book "SPEAK" that will be taught by Catherine Jensen. Miss Jensen explains her plan for teaching this book and what message she wants to bring out. Others teachers that were present also discussed their books. Laurie Compton has true concerns and does not feel the book "SPEAK" is appropriate. Feels it could be too personal for some students and teaching the concept that students need to find their own voice can be taught by other books. Erin voices her concerns and opinion as a parent and an educator. Erin supports whatever decision the board makes. Robb suggests a book committee be created consisting of parents, teachers, administrators and board members. 9 members are assigned. Nate Marshall will head up this committee. The committee will prioritize the books on the reading list and decide if they will be approved.

JODY LUSTY/ERICA HANCOCK:

Item of Discussion: Manage Bac Update

There were delays in rolling out student email addresses. Finished up today. Homework assignment for students was to finish setting up their email account and password. Elementary will have parent log ins instead of student logins and they were uploaded today. Teachers are having discussions through advisory classes on what Manage-bac is used for and how they can go about it. Jr high will have parent and student log-ins with the same student email. Grades are still visible on SIS. Manage bac's purpose is long term planning for big projects, end of unit tests, etc. Some classes have opted to put in daily assignments. Rubrics are also visible on Manage bac. Within the next week everyone should be logged on and have access. This will be explained at parent night next week at the jr high. Cactus – Erica goes over the results with the board. MYP final application will be submitted within the next 2 weeks. DP first consultation visit this week

and it was 99% good. Application will be submitted within the next 4 weeks. 10th grade will have a personal project at the MYP level this year. Most of it is to be done at home and individually.

BUSINESS MANAGEMENT:

Item of Discussion: July Financial Report

Page 1 – line 3810.00 library books and supplies shows nothing on the line. This is a typing error. Report was entered manually from Quickbooks. New format – can run reports and not enter. YTD does tie in to the balance sheet. Things are good overall. Page 6 – Robb Enger asks how we are within the 5% parameter. Max Meyer explains how this is calculated. Robb would like just the percentages.

Item of Discussion: Finance Policy Analysis and Passage of New Policies

New finance rule to adopt new finance policies by September 15. Create an Audit Committee of 3-4 board members. This committee will communicate directly to the accounting firm, receive the financial statements, develop an understanding of them and present them to the full board. Robb would like the entire board of trustees to be on this committee. They will also be required to review finance policies and make sure the internal controls are in place and review them annually.

MOTION BY ALICIA HANSEN TO APPROVE THE FINANCIAL POLICIES. 2ND BY SONYA PETERSON. VOTE IS UNANIMOUS IN FAVOR.

MOTION BY LONDYN NELSON TO CREATE AN AUDIT COMMITTEE COMPRESSED OF THE ENTIRE BOARD OF TRUSTEES. 2ND BY ALICIA HANSEN. VOTE IS UNANIMOUS IN FAVOR.

LONDYN NELSON:

Item of Discussion: PHAST Update

As of back to school night at the jr high we have raised \$5,200 in fundraising. Scholastic Book Fair – was not scheduled as Scholastic forgot to schedule us. Impact at fall parent/teacher conferences on the elementary level. PHAST will ask parents for donations to help with the teacher dinners on the last night at PTC. Volunteer time will be counted for parents who do anything on the school's behalf. Fall Festival – cost will be \$2.00/wristband for entrance. Food will be available for sale; chili, scones, costume contest, prizes, etc. Volunteer spreadsheet has been sent out but they are not seeing many volunteers. PHAST would like to help with the cost of the IB test - \$100/per test. Some stipend to help with costs. Robb Enger asks if funds will be restricted and Max Meyer explains that the funds should not be. PHAST needs someone over fundraising.

CLOSED SESSION:

MOTION BY LONDYN NELSON TO MOVE THE MEETING TO A CLOSED SESSION FOR THE PURPOSES OF:

- *The discussion of the character, professional competence, or physical or mental health of an individual.*
- *Strategy sessions to discuss collective bargaining.*
- *Strategy sessions to discuss pending or reasonably imminent litigation.*
- *Strategy sessions to discuss the purchase, exchange, or lease of real estate property.*

2ND BY ALICIA NELSON. VOTE IS UNANIMOUS IN FAVOR.

MEETING ADJOURNED BY ROBB ENGER AT 6:22 PM.

Recorder B – Folder A – 01