



Minutes
Providence Hall - Board of Trustees Meeting
Thursday, September 22, 2011

Meeting called to order by ROBB ENGER at 6:08 pm:

ROLL CALL:

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

Others Present: Erin Preston, Jodi Lusty, Kathy Watson, Kathy Davis, Max Meyer, Kelly Mattingly, Peaches Sansom, Brian Hardy, Erica Nuttall, Lynne Roux, Erica Nuttall, Melanie Clark, Becky & Josh Nikkle, Troy & Jennifer Emery, Jaynan Hansen, Melanie Passey, Altsa Dunn, Megan Bradshaw, Kristin Taylor, Miki Eberhardt, Brent Anderson, Summer Miller, Katrine Judd, Fawn Crist Fay, Marianne Williamson, Amy Perschon.

Public Comment: Juniper Point Subdivision

Item of Discussion: Request for Enrollment Policy Modification

Miki Everhardt – spokesperson. Concerns for increased traffic. Proposed an amendment to charter to allow priority wait listing to surrounding neighborhoods within a 2 mile radius. Proposes neighboring families receive priority over the general public waitlist. An amendment will be required. Weighted lottery will affect federal funding. Board will do some research. Federal charter school program has separate criteria than the state. Erin recommends to try to minimize traffic in neighborhood. This could be a hard economic hit to the school should Providence Hall have a weighted lottery. 51% of students come from a Herriman address. Neighborhood is concerned about traffic, property damage and environment. Also concerned for students safety. Neighbors understand that the federal funding is important but they would like to see the change if Providence Hall can function without the funds. Erin explains the lottery process. Board will discuss, do some research and then make a decision.

Erica Nuttall: DC Vendor Selection

Different options for this summer. **Smithsonian** – \$1700.00/5 days in DC, Williamsburg and Jamestown. More museums, easy to work with. **Educational Travel Consultants** – \$1000.00. no free teacher trip, not as easy to work with. Adults pay more. They don't go to Williamsburg and Jamestown so there are no buses. **World Strides** – \$2000.00 for 3 day trip to DC, Williamsburg and Jamestown – same as Smithsonian, visit all 5 museums. \$1000 referral bonus if 8th grade trip is planned through Smithsonian. Only this year. They also do a Boston/New York trip. Channing Hall and Hawthorn Academy would be interested in joining Providence Hall on a trip this year. Open to 5th & 6th grades. Erica recommends the Smithsonian trip.

MOTION BY ALICIA TO APPROVE ERICA'S RECOMMENDATION ON THE DC TRIP FOR 2012 AS PRESENTED IN THE BOARD MTG. 2ND BY SONYA. VOTE IS UNANIMOUS IN FAVOR.

ROBB ENGER:

Item of Discussion: Release of the Jr High Formation Committee. Thanks is given for their extraordinary service. Robb extends a thank you for all the work Stephanie and her committee has contributed on behalf of the jr high. Incredible job throughout the school. Providence Hall Jr High would not be the same without her. Board extends a gift to Stephanie.

Item of Discussion: Follow Up Questions from August BOT Meeting

Disciplinary committee met. Recommendation was presented to the board. Student has voluntarily withdrawn. No further action is needed. Expulsion requests will go to the committee. Must meet very specific criteria. Board would like to be informed when a student is expelled. Disciplinary committee should review first. However, board needs to be informed with the complaint if a parent wants to protest the violation. Kathy and Jim will put the report together. Alicia would like to know about any injuries.

Item of Discussion: Bonuses for Completed Work (can be moved to closed session for competency discussion)
Move to closed session.

Item of Discussion: Approval of August BOT Minutes

MOTION BY ALICIA TO APPROVE AUGUST BOT MINUTES. 2ND BY STEPHANIE. VOTE IS UNANIMOUS IN FAVOR.

SONYA PETERSON:

Item of Discussion: Vehicle Safety Policy for Lunch Vehicle

Do not put Erin's name in the policy. Add "superintendent". Erin suggests adding "for school transportation only". And "no minors allowed unless supervised". Replace the word "company" with "school". Brian and Max will be taking the van for maintenance and repairs. Max suggests adding "approved contracted employees". Change "business manager" instead of "office manager". Motor vehicle records will be provided by the employee from the DMV. Driver Safety Rules – change "no unauthorized personnel" and add. Driving Rules – take out bullet points and add "refer to Utah Safety Rules". Have an info card in the glove box in case of accident.

MOTION BY ALICIA TO ADOPT THE VEHICLE SAFETY POLICY AS WRITTEN BY SONYA. 2ND BY JOLYNNE. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: Lunch Program Policy

Add – parents are not allowed unaccompanied to the jr high lunchroom. Elementary level – after 1 or 2 lunches without money the lunch staff will give a roll/water. At the jr high level they will not be able to carry a negative balance. PHAST storable food has been moved to the office upstairs. Kathy has put up signs in the kitchen stating "no nutritional value" for any stored emergency kits and coke cases for the faculty pop machines.

MOTION BY ALICIA TO APPROVE THE LUNCH POLICY AND PROCEDURES AS WRITTEN BY SONYA. 2ND BY STEPHANIE. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: PHAST Communication Policy Guidelines

Sonya will oversee the communication position. Needs to have simple information. Heidi will monitor the website. Sonya will talk to Heidi and let her know the issues will be held off until she can come and speak to the board.

ERIN PRESTON:

Item of Discussion: PH Executive Summary

Discussed. Accreditation – Providence Hall is now K-12. Spent 4 hours going over the accreditation report. Jr high needs to get up to speed. Sped funding – will be funded less than our sped counts. Over budget on projected staffing expenses. Erin explains to board. 25 speech students at jr high. Federal money not accounted for in the \$400,000. \$190,000 federal IDA for both campuses. Not charter school funds. Added one 5th grade student per class. Total of 1430 students per both campuses. Accept 2 siblings to 6th grade.

Item of Discussion: FYI: UCA Report – Schedule and Resources (with Kathy, Jim Max)

Item of Discussion: FYI: Accreditation Report (with Jodi/Peaches)

- School Improvement planning discussion items
- School Improvement Committee member selection

Policies must be in place. Textbooks – purchased by those who use them.

MOTION BY SONYA TO APPROVE THE TEXBOOK PURCHASE POLICY AS PRESENTED BY PEACHES. 2ND BY STEPHANIE. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: Lunchroom Policy Change – No parents allowed in lunch room with students (Jr High specific issues). Discussed under jr high lunch program policy.

Item of Discussion: Vendor Policy (Erin)

MOTION BY SONYA TO ACCEPT THE POLICY AS WRITTEN BY ERIN. 2ND BY ALICIA. VOTE IS UNANIMOUS IN FAVOR.

Item of Discussion: Hiring Update (with Jim & Kathy)

- Special Education additions
- Assistant Staff additions

Item of Discussion: Traffic issues / School Time Adjustment Discussion

Erin feels the traffic issue would be better if the jr high started after the elementary. Pick up times are at a reasonable time to get students through. Great job to staff for their efforts and getting students and cars out.

Item of Discussion: Extra-Curricular Program Budget Authorizations (e.g. drama, sporting events, etc.)

Per dept level – increase budget – with discretionary – \$5000 for science, \$2000 additional to language, social studies and math, \$2000 each for music, art, \$3000 for sports. Board gives Erin digression to distribute funds. Erin will let board know what the money is spent on.

Item of Discussion: Library Fundraiser Proposal: Dress down for books (bring a book for a dress-down item) \$20,000 for library / \$10,000 at each campus to run library program. Erin will get with Kathy and Jim to decide how to spend it. Peaches explains system. Continue until the library is full.

Item of Discussion: Charter Association – UAPCS & UT Charter Network Proposals

2 official charter associations. UAPCS – Chris Blake, 7 individuals. Represents a number of schools. Deena Pile was asked to leave the UAPCS, as well as Kim Frank. She was the original founder and Deena was the founder of Channing Hall. Charter association has moved to lobbying. Questions on salary. Requested budget

on a number of occasions. Erin explains background of Utah Charter Network. Dues have not been paid to either association. Approximately \$5 per student. Both groups would like to present to the board. Board would like to know what UAPCS is lobbying for. Erin will ask if they will come to next month's meeting. Move meeting in October to the 4th week.

KATHY WATSON:

Item of Discussion: Evaluation Committee and Upcoming Evaluations for Staff

Teacher observation form was created. Survey monkey will go out on administration and teachers; possibly in the fall and spring. Erin would like as much consistency as past surveys. Kathy and Jodi are starting observations on Monday. Some will be announced; others will not be.

JIM FREELAND:

Item of Discussion: Athletic Programs Update

Excused tonight. No questions or discussion.

JODI LUSTY:

Item of Discussion: IB and Curriculum Update (Jodi and Peaches)

Meeting with other IB schools and collaborating. IB – matters to be addressed for IB authorization have been submitted. Implemented in the school. Robb would like to see a chart of progress every few months. Next step is to be authorized in December and continue from there. Jodi passes out a paper with the homework policy changes.

MOTION BY JOLYNNE TO APPROVE THE HOMEWORK POLICY AS SUBMITTED BY JODI. 2ND BY ALICIA. VOTE IS UNANIMOUS IN FAVOR.

PHAST – JOLYNNE JIMENEZ:

Item of Discussion: PHAST Update

New executive council. Heidi will be her own committee under Sonya. School directory – 1 or 2? Separate directory for each campus? Electric sign – other things are more pressing; cost to run wire and secure posts would outweigh the cost of the sign.

Item of Discussion: EPHAST Minutes

No questions or discussion.

Item of Discussion: JrPHAST Minutes

No questions or discussion.

Item of Discussion: Providence Hall PTO Bylaws

Bylaws have been reviewed. all money will be collected by and turned over to PHAST. Rewrite treasury duties. October 17, parent night, bylaws will be voted on.

MAX MEYER:

Item of Discussion: Budget Review

Doing well. p/u on budget for 1415 students as of October 1. Majority of expenses have already been incurred.

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 ALICIA TO GO TO CLOSED SESSION. ALICIA, STEPHANIE, SONYA, ROBB.
ADJOURN MEETING. 2ND BY SONYA. VOTE IS UNANIMOUS IN FAVOR.**

MEETING ADJOURNED BY ROBB ENGER AT 9:45 PM.

Recorder B