

Providence Hall Board of Trustees Minutes

Thursday June 20th, 2019

Public Session

Location: Providence Hall High School Library

Address: 4557W Patriot Ridge Dr., Herriman, UT 84096

In compliance with the Utah State Open and Public Meetings Act, this is a meeting for the Board of Trustees to openly take action and conduct deliberations regarding Providence Hall business. As a courtesy, please step outside with noisy children or to talk amongst yourselves in order to maintain a quite atmosphere for the meeting and the recording. The Board reserves the right to take action on any agenda item. The board also reserves the right to go into closed session in compliance with Utah State Law 54-4-204, 205, & 206.

Agenda Item	Presenter	Materials/Notes	Further Action
Roll Call	Board President: David Vaas	Called to order 4:09pm: Roll Call: David Vaas-Present Melanie Kingdon-Excused Sara McBee-Present Nick Ward-Excused Mike Livsey-Via Phone Emily Anderson-Present Jon Titus-Present Lymari Muniz-Molinary-Excused	
Public Comment			
Board Governance	a. Board Update David Vaas	a. Board Update: David Vaas- Graduation was great. Many accolades, Scholarships, Choir/Orchestra Talent, and well spoken young adults.	

**Agenda Item 1
David Vaas**

**Agenda Items
2-18
Nate Marshall &
Shannon Singleton**

Agenda Item 1 New Board Member Lindsey Bentley-David Vaas-Motion to approve. So Moved. Seconded. Roll Call Vote. All in Favor. Approved.

Agenda 2 Process and Standards for Acceptance and Reciprocity of Credits Earned Policy- Nate Marshall/Shannon Singleton- Outlines specific guidelines on credits given to students as well as accepted by other schools and online schools. Included components for all 3 campuses. State code is 24 credits, whereas Providence Hall has threshold set at 27 credits. Allowing students with 24 from other schools to graduate. **Motion to approve. So Moved. Seconded. Roll Call Vote. All in Favor. Approved.**

Agenda 3 Attendance and Tardy Policy- Nate Marshall/Shannon Singleton-State code requires incentives. Rewards for achieving threshold. Collectively as a school wide incentive. **Motion to approve. So Moved. Seconded. Roll Call Vote. All in Favor. Approved.**

Agenda 4 Religious Freedom-Nate Marshall/Shannon

Singleton- A policy with regards to state and federal laws. Charter Solutions provided a Policy Manual with their schools as a guideline, and we've adopted items as fitting to Providence Hall and it's needs. Modeled policies from the state and other school districts. Fitted for Utah schools. **Motion to approve. So Moved. Seconded. Roll Call Vote. All in Favor. Approved.**

Agenda 5 Parent Notification of Threat or Incident Policy-

Nate Marshall/Shannon Singleton- Specific incidents that take place that must be followed. Addresses what school must do. Records to be kept or expunged. Form included, modified from Granite School District. Goes with student until they graduate, then archived after 5 years. Retention schedule at the Archives. **Motion to approve. So Moved. Seconded. Roll Call Vote. All in Favor. Approved.**

Agenda Item 6 Teacher and Student Success- Nate

Marshall/Shannon Singleton- Aligns with a TSSA Grant. Charter Solution has provided the framework and has been adapted to fit Providence Halls needs. **Motion to approve. So moved.**

Seconded. Roll Call Vote. All in Favor. Approved.

Agenda Item 7 Mental Health Grant Application-Nate

Marshall/Shannon Singleton- Hiring a social worker specifically for this grant. It's been finalized and submitted. A requirement is to be presented to the Board. Group sessions and individual sessions to address needs as presented. **Motion to approve. So moved.**

Seconded. Roll Call Vote. All in Favor. Approved.

Agenda Item 8 Suicide Prevention Policy- Nate

Marshall/Shannon Singleton- Hasn't changed, just reinstating for records purposes. **Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.**

Agenda Item 9 Leave Policy- Nate Marshall/Singleton-

Proposing a change in the policy. Full Time Employees have been issued 12 PTO days per year. Spike in Substitutes. Which will cost more than just cashing out to the employees. No longer rolling over 5 days. Allowing for employees to Cash Out, instead of Rolling over up to 5 days. Those who are voluntarily leaving, can cash out, those being involuntarily leaving will not be able to cash out and unused PTO will be forfeited. **Motion to approve. So moved.**

Seconded. Roll Call Vote. All in Favor. Approved.

Agenda Item 10 Anti Harassment Policy- Nate

Marshall/Singleton- Policy is already embedded in the handbook, however, would like to have it also posted separately onto the website, for greater awareness. **Vote not needed.**

Agenda Item 11 High School Student Fees- Nate

Marshall/Shannon Singleton- Differentiating the difference between a waivable fee and non-waivable fee. Identifying or defining the maximum amount that can be charged. In the past, waived participation fee. New legislation for fee waivers requires everything to be covered, including travel, Uniform, and incidentals. Maximum fee amount per student for fees. Not just extra-curricular fees, all fees combined. Determined a fair amount for students to be the set maximum amount. Evaluate how much programs spent. Cannot increase fees to cover the amount or compensate the fee waiver. School sponsored verses non school sponsored events.

Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.

Agenda Item 12 Junior High Student Fees- Nate

Marshall/Shannon Singleton- Similar, but more simplified than the High School as there aren't as many fees. **Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.**

Agenda Item 13 Educator & Employee Effectiveness and Evaluation Policy- Nate Marshall/Shannon Singleton-

State Code has been mentioned in Policy for reference. Differentiation between Administrative evaluations and Licensed Employees.

Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.

Agenda Item 14 Pregnancy/Childbirth Related Workplace

Agenda Item 14 Pregnancy/Childbirth Related Workplace Accommodations- Policy with regard to procedure in place. Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.

Agenda Item 15 Policy Development- Nate Marshall/Shannon Singleton- Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.

Agenda Item 16 2019-2020 Employee Handbook- Nate Marshall/Shannon Singleton- Dates and Content changes have been highlighted in yellow. **Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.**

Agenda Item 17 Board Governance Policy- Nate Marshall/Shannon Singleton- Addresses the Committees that would report to the Board. Strategic Plan Committees. **Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.**

Agenda Item 18 Tuition Reimbursement -Nate Marshall/Shannon Singleton-Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.

Approval of May 9th, 2019 Minutes

Approval of May 9th, 2019 Minutes-Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.

Directors Report-Elementary School

a. Earleen Huff

a. Earleen Huff- Enrollment is being filled. Hiring staff members, hired a Physical Education Teacher, Looking to fill SPED positions. Carpet has been installed. Window seals have filled with water once, has not happened again. Marquee process is still moving along.

● Math / STEM Family Night was March 26th.

Parent Information:

● March 21 -QPR Program was held with 7 in attendance.

Maintenance :

● Carpet will be installed over Spring Break in the upper hallways, the stage/stairs and if time the office area.

● Volume Controls were installed in SPED classrooms and definitely contribute to meeting environment for after school IEPS.

● Marque for school has been ordered and electrical work completed. We are awaiting the arrival of the marque for installation.

Discussed Teacher Evaluations Protocol. Summative Evaluations are assessed with goals identified based on conversation based on observations. Consistency and documentation is recorded and addressed as needed. Invervention needs made, met, or dismissed the following year.

b. Kim Anderson

b. Kim Anderson-Rise Data Contract has been terminated, going back to SAGE.

Directors Report-High School	a.Nate Marshall	a. Nathan Marshall- Working on specific rubrics on analyzing data. Highest graduation rate to date. Continue to grow in ACT scores.	
Directors Report-Junior High School	a.Brian Fauver b. Odette Desmaires	a. Brian Fauver- Teaching positions have been filled. Looking for a Counselor. Odette Desmaires will be the new Academic Director. Enrollment is 689. Looking great. Meeting with Math, L.A., and Scope and Sequence plan. b. Excused for a Wedding.	
SPED Director's Report	Rebecca Lucy	Excused.	

<p>Financial Report</p>	<p>Beverly Ledward</p>	<p>Financial Report-Beverly Ledward- Purchasing closed off in April. Semi-annual bond and principal payments were processed. Bond Covenants are met. Prepaid expenses and deferred charges are student fees that have been paid for the new school year. Income Statement- Salaries are lowered in April due to Spring Break. Elementary had carpet replaced over Spring Break. Lines 243 and 244 are bond payments. Transparency Report was uploaded.</p> <p>Budget Approval of FY19 Final Budget- The Debt service Ratio is calculated at above 180%. Several other Maintenance projects are in progress right now. Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved.</p> <p>Budget Approval of FY20 Budget- Shows a loss due to the Elementary building project budget. Will need to explain to State Auditor. Debt Service ratio is still met with net income. Motion to approve. So moved. Seconded. Roll Call Vote. All in Favor. Approved</p>	
<p>Housekeeping</p>	<p>David Vaas</p>	<p>a. Next Meeting Thursday July 18th, 2019 at 4:00pm</p> <p>b. Approval of April 2019 Minutes. Motion made, So Moved, Seconded, All in Favor. (Approved- see above while Mike Livsey was on the phone)</p> <p>c. Adjourn at 5:44pm.</p>	

Closed Session:	David Vaas	Vote: [Board Member] motions to move the Board of Trustees to a closed session for the purposes of: (a) the discussion of the character, professional competence, or physical or mental health of an individual; (b) strategy sessions to discuss collective bargaining; (c) strategy sessions to discuss pending or reasonably imminent litigation, or (d) strategy sessions to discuss the purchase, exchange, or lease of real property Motion made, So Moved, Seconded, All in Favor.	
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