



PROMONTORY

school of expeditionary learning

Board Meeting Minutes

Thursday, February 18, 2021

At 7:00PM

Attendance: Virtual Zoom Meeting

Trustees:

Amber Edelman
Michelle Flynn
Mindy Johnson
Lisa Holgreen
Michael Engh
Dorothy Dobson
Stephanie Quintero

Visitors:

Tammy Taylor
Mary Beth Farrer
Brian Cates
Matt Marshall
Glenna Peterson
Becky Cornelius
Gwen Andrus
Radtke
Megan

Officers:

Paige Kearl
Celeste Muhlestein

Director:

Jennifer Blaine

7:02 PM – CALL TO ORDER-Amber Edelman

- Welcome and Mission Statement – Dorothy Dobson
- Showed a video of what Great Thinkers look like
- Pledge of Allegiance – Dorothy Dobson

7:10PM – **Training:** Amber Edelman

Discussed the Utah Procurement Code. Promontory School's procurement policy shall be followed for all qualifying purchases of goods or services. The specifics to the Procurement Policy are found in the Cash Disbursement Policy.

7:35 PM – MINUTES

- Michael motions to approve January 21, 2021 minutes. Dorothy Seconds.

Amber Edelman-aye
Michelle Flynn-aye
Mindy Johnson-aye
Lisa Holgreen-aye
Michael Engh-aye
Dorothy Dobson-aye
Stephanie Quintero-aye

Voting is unanimous. January 21, 2021 minutes are approved.

7:20 PM – **PUBLIC COMMENT:**

No Public Comments.

7:37 PM – FINANCE REPORT

- Budget Review – Brian Cates

Revenue such as CARES funding and ESSER funds were discussed at finance meeting. PTIF performance year to date continues to perform as it has over the last year. Outlook is similar—lower rates as we saw over a year ago. Budget as of January: Financial summary still about the same. Cash balance is good, trending in the right direction. Enrollment is holding steady at low 440 mark. Next year's funding is based on this year's numbers. Working on preliminary budget for next year. This year we have had a lot of extraordinary revenue. During finance meeting in April/May we will get the budget put together to vote on in June.

7:44 PM – BUSINESS ITEMS

- **COVID Update:** Mindy was unable to get a hold of the epidemiologist. Jennifer: Stated that we have 1 active case and 1 in quarantine. The trends for quarantines seem to be lowering with just a case here and there. Jennifer suggested that keep temperature stations in place until they are not needed. Brigham City Hospital is still doing them. Amber: We will watch and see if we move into the moderate and make adjustments then. Jennifer: Will check with the health department and see what they say.
- **Family Handbook:** Jennifer: We just talked about updating the family handbook in the grading section as well as clarification of holiday. Also, update “Pack” to “POP”. Jennifer stated we have not done that yet. Will update and get it sent out.
- **EL:** Amber: talked previously about the path that EL is going. Discussed the possibility of steering away from EL. Do we need to look at other options? Mindy: Feels that EL Education has changed a lot since the school first opened. Feels like it more closely aligned with our school when we first began. Still really likes the 10 founding principles, vision, and mission but feels like they aren't as closely aligned as they once were. Dorothy: Feels same way, but worries about losing some of the fine stuff that we have learned and garnered from EL. Mindy: EL is in our charter. Dorothy: Charter can be changed. Mindy: Suggested we design a principle that works. Amber: One of our former directors is going to be their school designer which could be a conflict of interest. Lisa: Stated that she is still pretty new to EL, but felt like EL was attractive as a parent because it was more outdoor and nature based. Stated that she loves crew with mixed grades. The Annual training was disappointing to her. It was very political and agenda driven. Amber: Our mission isn't going to change. If we decide to part ways with EL, we will take the things with us that make our school: expeditions, integrated learning. Those wouldn't change. We need to find something that will align with who we are and find a good fit. Dorothy: I don't want to lose the good things that helped us become a better school. Like peer observations that helped teachers grow. Michelle: Do we have to be affiliated with an EL? Amber: We don't need anything specific. Jennifer: Venture doesn't have a contract with EL. They are VENTRUE, not EL. They are true to who they are. If we step away from EL, we do not need to change our name. Dorothy: Would be worth having some board members look at other organizations and what they focus on. Amber: I want to put together a committee to work on this. Board members and any teachers who would be interested. Dorothy will send out an email to those interested in being on the committee.
Gwen: Was director of a private school in California that was started by a family that had a few ideas. They wanted a school for gifted kids and quick learners, hands on learners be a community and make sure they are learning and being successful. We need to gather up best practices and continue to improve.
Michael: We need a structure of policies of the stuff we love. Lay it out in a way that we are all satisfied with. It will be a lot of work, but worth it.
- **POP Organization:** This is Celeste's last year as POP President. She offered the position to a parent and just got the parent answer back and they said no. She is going to do a zoom to find out if anyone is interested. It has been a tough year for us. POP presidency is burned out. Hard to find volunteers. Last meeting, we created a list of things that volunteers can do.
 - Fundraiser: Have a giant read-a-thon. The cost is \$1500 base cost for incentives. \$3.30 per student. This would include prizes for the students. Also looking at doing incentives that

don't cost. Celeste will schedule a time to meet with Jennifer. Mindy: When is this done? During school hours? Celeste: Anytime during the two-week period. Students can log into their account and have everyone meet during the intervention time on Friday so we aren't stepping into teacher planning time. No longer than 2 hours. With COVID, didn't feel like having the whole family all together. Scheduled for May 14th. Amber: There are still a lot of missing parts on this. Maybe meet with Jennifer and we will readdress it in March. Celeste: The biggest clarification would be time and location and incentives. Amber: Lets have Celeste meet with Jennifer and then do a quick meeting to discuss fundraiser if needed before our next Board Meeting.

- **8:35 Spring Retreat Date:** Usually in April. Let's get it on the calendar. We need to discuss EL. Mindy: I like the idea, let's get our committee together first and revisit. Amber: This is an all-day event. We are thinking about having it at the school. Michael: Suggested arriving 30 minutes before and run the COVID test prior to meeting.

- **National Geographic's:**

Gwen: Fun program designed to let children for a two week take pictures of what they see in the outside. (birds, worms, etc.) upload pictures to National Geographic and the pictures are counted. Utah has a lot of schools doing it. Kids are credited by their school. Kind of like a scavenger hunt but affiliated with National Geographic's. Michael: Is this something to do as an expedition? Or Something ongoing? Gwen: It's a two-week stint. Project for better world day. Mindy, Amber, Michael really like it. Dorothy: Thinks it is great. Amber: Go ahead and do it and get it started.

- **8:46 Policies to Review:**

- *Donations, Gifts, Sponsorships Policy: No changes
- *Fieldwork & Overnight Policy: Dorothy: Overnight Policy: Lower elementary only have day trips only. Make adjustment that states overnight trips may be proposed by K-4 Teachers.
- *Distribution of Materials Policy: No changes.

8:48PM ACTION ITEMS

8:53PM School Calendar: Send a survey out to parents with specifics on Fridays. Include a text field to put explanation of why the Friday choice was made. Get the data and revisit. Michael motions to approve. Stephanie Seconds.

Amber Edelman-aye
Michelle Flynn-aye
Mindy Johnson-aye
Lisa Holgreen-aye
Michael Engh-aye
Dorothy Dobson-aye
Stephanie Quintero-aye
Voting is unanimous and carried.

School Fees:

Mindy motions to approve. Stephanie seconds.

Amber Edelman-aye
Michelle Flynn-aye
Mindy Johnson-aye
Lisa Holgreen-aye
Michael Engh-aye
Dorothy Dobson-aye
Stephanie Quintero-aye
Voting is unanimous and carried.

Lottery—No item of action.

Corporal Punishment Policy:

Michael motions to approve including deletion of line we just discussed. (to obtain controlled substances not listed in the code) Mindy seconds.

Amber Edelman-aye
Michelle Flynn-aye
Mindy Johnson-aye
Lisa Holgreen-aye
Michael Engh-aye
Dorothy Dobson-aye
Stephanie Quintero-aye
Voting is unanimous. Motion is carried.

Cash Disbursement Policy:

Paige went through and implemented changes. Still questions on it that may have to be addressed. Vote on next meeting.

Dorothy motions to table until next month. Michelle Seconds.

Amber Edelman-aye
Michelle Flynn-aye
Mindy Johnson-aye
Lisa Holgreen-aye
Michael Engh-aye
Dorothy Dobson-aye
Stephanie Quintero-aye
Voting is unanimous. Motion is tabled until next month

9:03POP Fundraiser Proposal

Michael motions to table until next month. Mindy seconds.

Amber Edelman-aye
Michelle Flynn-aye
Mindy Johnson-aye
Lisa Holgreen-aye
Michael Engh-aye
Dorothy Dobson-aye
Stephanie Quintero-aye
Voting is unanimous. Motion is tabled until next month.

9:07 PM DIRECTOR'S REPORT:

Staffing Update: Hired an additional SPED Aide. Letter of intents have been received. Only one aide stating they want to find something else for next year.

Enrollment: 441 steady since December. Selective with adding new students at this time.

Student Achievement: Acadience scores. Grade 1 has a lot below grade level, but it is state wide. There is movement of progress. It is what it is. Some areas we are way below and some areas we are way above. Acadience used to be Dibbles. Lexia shows we are making great progress.

School Land Trust Final Report: reading scores are a measurement tool in success for our school land trust fund program. Our final report for sending of our funds is that we use all fund to pay aides so that we can have an aide in every classroom. (\$55K)

Charter Agreement Goal: None for February

Professional Development: Feb 11th we focused on big picture planning by creating curriculum maps for next year.

Public Relations: One kindergartener came from Enrollhand. Facebook post about Sterling Scholars got a huge response. 7 out of 13 of BE sterling scholars were from Promontory.

Lottery: Ran today. 94 students. 9 kids didn't get in on first round of kindergarten. 20 positive acceptances for kindergarten and have 5 days to respond.

Fridays: Lets get some more input on Fridays.

9:25 ADJOURN:

Stephanie Motion to adjourn. Mindy Seconds.

Amber Edelman-aye

Michelle Flynn-aye

Mindy Johnson-aye

Lisa Holgreen-aye

Michael Engh-aye

Dorothy Dobson-aye

Stephanie Quintero-aye

Voting is unanimous. Motion is approved. Meeting is adjourned.

*Next Scheduled board meeting: March 18, 2021