

DRAFT



BOARD OF TRUSTEES

Regular Meeting

6:00 PM, Tuesday, August 27, 2019

Music Room, Treeside Charter School
1724 S State Street, Provo, UT 84606

Minutes

Welcome & Call to Order

Opening Remarks (00:01:20) - 6:03 pm at Treeside Charter School Music Room

Pledge of Allegiance

Roll Call (00:01:45): April Clawson, Randall Robertson, Robert Leckie, BJ Taylor, Jennifer Ammet. Director Ben Johnson, other school employees and interested parties as noted in the recording.

Public Comment - No one signed up for public comment.

Reports

Director Presentations (00:02:13)

- **Academics (00:02:40)**

- Efforts to implement "Heard, Heart, and Hands" in all activities & interactions.
- Teachers are being called Learning Engineers. Teacher Aides are Learning Assistants and should be involved with the students anytime students are in class.
- Teachers participated in 40 hours of training (coursework, discussion, dance, recreation therapy) over the summer.
- PLC improvements.
- Part-time Waldorf-experienced learning coach hired to help support teachers.

- **Personnel (00:11:09)**

- School is fully staffed.
- Hired: Food service manager (first one quit), Music teacher (hired three, first two did not stay for long), Nutrition director, Maintenance manager
- Reduced: One teacher let go due to lower than expected enrollment. Declined to hire handcraft teacher we had hoped to hire.

- **Music teacher situation (00:12:17)**

- Hiring difficulties explained.
- Current focus is to help students love music, not teach deep skills/theory.

- **Enrollment (00:14:54)**

- Enrollment is down from what expected. 2018-19 school year ended with 520 expected; 169 chose other schools over the summer; Current enrollment is same level as 2018 October 1st: 468.

- Hoping to increase similarly to last September in time for October funding deadline (30 more students).
- Breakdown of why students went elsewhere detailed at 00:16:05. Commute concerns and families moving away were two large contributors.
- **Plans to increase enrollment (00:19:15):**
 - Addressing travel difficulties: thought about a bus, but it is not a viable option at this point.
 - Weekly presentations at the farmer's market.
 - Increase web presence through search engine optimization of our site
 - Treeside voted Best Elementary School in Provo in August
 - New school promotional video created to be used in publicity
 - Direct Mailer: Villager and Hometown Values magazines advertisement likely
 - Grand Opening for Outdoor Learning Laboratory with Comcast and possibly IFA sponsorship
 - Word of Mouth is still #1 effective method
 - Fall Carnival on Sept. 14th
- **Projects and Processes (00:25:20)**
 - Dual immersion is off to a good start. Spanish teacher speaks no English in class and the students are getting used to it.
 - Go Math now in use (00:26:15): considered to be adaptable enough to support the discovery & mastery based program we want. Have to stay careful not to turn it into a worksheet program.
 - Chromebooks (00:27:32): 120 units provisioned or being provisioned for classroom use. A primary purpose is for assessments (both state required and others).
 - Registering students for many software applications (00:28:36): Embrace, Star Literacy & Accelerated Reader, Mobi Max, Imagine Learning, Acadience
 - School security infrastructure work continues (00:39:35)
 - Gym/Dance Studio now in use for movement/yoga classes. (00:40:17)
 - Quiet Zone (00:40:27): Continuing work on a "quiet zone" room next to cafeteria for students who need relief from sensory overload particularly during lunch time. Open to all students.

Financial Update (00:43:46)

- Finance committee has met several times in the last few weeks.
- The major point of note is that we are below the enrollment level we used to plan the budget for this year.
- We have already considered strategies to adjust the budget to keep it sound with the reduced enrollment-based income.

- The reduced income is not so severe that we are worried about the financial situation. October 1st enrollment level determines much of the funding for the rest of the year.

Robotics After-School Program - BJ Taylor (00:51:00)

- Need to identify:
 - a teacher for the younger class if we are going to offer that again
 - what interest there is so we know demand level
 - where we can hold the classes considering the space and computer setup needs and change of room use since last year.
 - when to start the classes
- Various options offered & discussed
- Director's goal is to have at least one after-school program available each day of the week.
- Director and BJ are in charge of planning the program and will do so.

Consent Agenda

Previous meeting minutes (01:10:21) - Robert Leckie moved to accept previous two meetings' minutes as presented. BJ Taylor 2nd. Board in favor.

Action Agenda

Finance Report Acceptance (01:10:31) - Jennifer Amett moved to accept the report as presented. Robert Leckie 2nd. Board in favor.

School Expansion (01:11:05)

- Robert Leckie moved to pursue modification of charter to include 7th and 8th grade and increase enrollment cap to 800. BJ Taylor 2nd. Board in favor.
- Robert Leckie moved to allow school administration to consider a satellite school. BJ Taylor 2nd. Board in favor.

Part-time/Dual Enrollment Policy (01:23:31) - Discussion tabled for consideration in closed session.

Board Candidate Review (01:36:29)

- David Makenna interviewed
- Vanessa - visiting for first observation; Board interview potentially next month

Board Meeting Dates (01:46:19) - Calendar document should be posted to the Public Notice website. November and December meeting times will be adjusted for the holidays.

Mediation Document Signer (01:51:19) - tabled for discussion in closed session.

Board Training (1:52:02)

New financial officer for the board needed. Matt Musil has resigned.

Closed Meeting (01:54:12)

Robert Leckie moved to close the meeting for discussions appropriate to a closed session. Approval by Roll Call: Robert Leckie, April Clawson, BJ Taylor, Randall Robertson, Jennifer Lloyd Amett.

Return from Closed Session and Adjourn (01:54:55)

Roll Call: April Clawson, Randall Robertson, Robert Leckie, BJ Taylor, Jennifer Lloyd Amett, Ben Johnson and other school employees and interested parties as noted in the recording.

Action Agenda:

Clarification of School Expansion action item (01:55:38)

- Robert Leckie moves to clarify approval stated earlier in this meeting regarding school expansion: Authorization is for Dr. Johnson to apply to ammend the current charter to increase the student count and add additional grades. BJ Taylor 2nd. Board in favor.
- Randall Robertson moved that the board authorize Dr. Johnson to explore dual enrollment at the elementary level with the state charter board. BJ Taylor 2nd. Board in favor.

Mediation Document Signer (01:56:19) - Jennifer Lloyd Ammet moved that the board authorize April Clawson, and Robert Leckie if April Clawson is unavailable, to approve terms of mediation between TCS and Zions. Board Members April Clawson and/or Robert Leckie may authorize Dr. Johnson to execute agreement on behalf of Treeside Charter School on written authority from board members. BJ Taylor 2nd. Board in favor.

Meeting Close - Robert Leckie moved to close the meeting at 10:47 pm. Board in favor.