

# **Weilenmann School of Discovery Board Meeting**

## **AGENDA**

Tuesday, Oct. 26, 2023  
5:30 p.m.

Location:  
4199 Kilby Rd  
Park City, UT 84098

Remote Option:  
Video call link: <https://meet.google.com/dqw-mmch-stt>  
Or dial: (US) +1 616-288-4930 PIN: 357 108 234#

- I. Call to Order/Roll Call Emily Voorhees (2 min)  
Meeting called to order at 5:30.: Emily, Doug & Mark are present. Gina, Amy & Paul are online.
- II. Consent Agenda/Minutes Emily Voorhees (2 min)  
Paul made a motion to approve the meetings. Doug seconded. Motion passes unanimously.
- III. Public Comment Period Public (10 min)  
No public comment.
- IV. Achieving WSD's Mission and Vision Michele Jacobs (2 min)  
Michele is not here so Steve read the school's mission and vision statements.
- V. Faculty Introductions Faculty (5 min)  
Steve introduced Alethea Mallia. Alethea told us about her love of teaching music and how she does it.  
Steve introduced Karen Runke. She described how she came out of retirement to teach MS English. She emphasized that she likes to teach how classic books relate to modern life.
- VI. School Update Admin Team

Steve went over how one of his goals for this school year was to be more visible in the school. He's made it a higher priority and it has been successful. The goal is to have a closer relationship between admin and the teachers.

Elizabeth reiterated how helpful it is for her to be observing the teachers and kids in the classroom.

Scott concurs and appreciates how increasingly collaborative the admin team has been to work together and to bridge the gaps between LS and MS.

VII. Board Approvals

Board of Directors

A. Update to Procurement Language

Jeff told us that the school's procurement policy is more restrictive than the state's policy. The auditors advised that we should match the WSD policy to the state policy.

Paul made a motion to approve the update to the school's procurement policy. Mark seconded. Motion passed unanimously.

VIII. WEC Board Update and Board Training

Cindy Phillips

Cindy presented information about the history of charging fees at WSD. The Weilenmann Enrichment Corporation (WEC) was formed as a way to successfully charge some fees for various services the school offers.

IX. Committee Updates

Committee Chairs

A. Finance

Jeff Biesinger

Jeff discussed the budget. He is cautiously optimistic about how it is evolving this year.

B. Academic Excellence

Devin Maxwell

Devin is not present and Steve stated how the school made a change in curriculum taught to K-3 students to improve literacy. The teachers like the curriculum as they are getting familiar with it.

Steve discussed the balance between the limited minutes in the day versus all the things we want to teach our students, while not spending a lot of time learning to take standardized tests.

C. Enrollment

Leilla Sivey

Steve recapped enrollment info.

D. Development

Susannah Barnes

Live PC Give PC is Friday, Nov 3rd, which unfortunately is a teacher professional development day. The committee has plans to promote Live Give the day before.

Planning for the Gala is going well, although Susannah would like to sell more tables soon.

E. Building Steve Williams  
New membrane roof over the science hallway has been installed. The turf and flagpole have been installed and are almost complete. General fall cleanup is happening before winter sets in.

F. Executive Director Transition Emily Voorhees  
Emily said the job description will be posted mid-November.

X. School Safety Steve Williams  
A. Safety Assessment  
B. Safety Grant Application  
Steve went over the committee including how Peter is the new chair. Peter and Cindy did an in-depth safety assessment that provided an outline for the changes we should make to the school to optimize safety.

XI. School Report Card Steve Williams  
Steve mentioned earlier.

XII. Policy Review Steve Williams

- Child Abuse and Neglect Reporting Policy (Revised)
- Code of Conduct Policy (Revised)
- Student Acceleration and Retention Policy (Revised)
- Student Attendance Policy and Procedures (Revised)

Steve reviewed the 4 policies.  
Doug made a motion to approve the changes. Paul seconded. Motion passed unanimously.

XIII. Executive Session (as needed)  
None needed.

XIV. Housekeeping

Next Meeting: November 14, 2023, **Proposed:** Board Retreat: January 5, 2024 (?), February 6, 2024, March 5, 2024, April 2, 2024, May 7, 2024, June 25, 2024.

Emily discussed how we may be lined up well to present ED candidates to the full board at the board retreat in early January.

Meeting adjourned at 7:01 pm.