

WEILENMANN SCHOOL OF DISCOVERY BOARD MEETING MINUTES

April 29, 2025

4199 Kilby Road
Park City, UT 84098
5:30 PM to 7:30 PM

1. Opening Business: Mark Maziarz - Board Chair, 5:30 PM to 5:35 PM

1.1 Call to Order 5:30pm

1.2 Roll Call

Jodi, Mark, Doug, David, Summer, Jason, Gina- online
Scott Stewart, Elizabeth Phillips, Steve Finley-online,
Kathleen Fisher, Susannah Barnes, Toni Hansen-online

1.3 Pledge of Allegiance

2. Consent Agenda: Board of Directors, 5:35 PM to 5:40 PM

2.1 Approval of [March 25, 2025 Board Meeting Minutes](#).

motion to approve Doug

2nd- Jason

Motion passes 6-0

abstain-Gina

3. Achieving the School's Mission and Vision, Summer Patterson, 5:40 PM to 5:45 PM

Summer's thoughts- wonderful M&V teacher growth love to see more support in terms of aids to support the needs of all students. Love the nature and outdoor aspect- hike and meadow time. Consistent outdoor time there should not be an option to stay inside for computer time when the class goes on a hike . Mark- "no such thing as bad weather, just bad clothing." Students should only stay inside when legally necessary extreme cold, poor air quality, and lightning.

4. Public Comment: Members of the Public, 5:45 PM to 5:55 PM. The public is welcome to send written comments to publiccomment@wsdpc.org.

No public online or in person

Summer received an email from a parent who wanted to stay anonymous -

Why don't you get 4-5 parents to walk the meadow to remove barbed wire?

Mark asking for clarification Scott gave an overview of where what had happened in the past with barbed wire. Weekend parent maintenance group? Scott and Elizabeth think this would be a good idea.

Mark has asked for the parent to reachout to him and address the barbed wire ASAP

5. Finance Committee Report: Jodi Taylor - Finance Committee Chair, Steve Finley - Red Apple, 5:55 PM to 6:05 PM

5.1 FY25 Monthly Budget Update

Steve Finley presenting- report as of end of march 75% of FY money spent 71% of money received, safety grant money still to request

expenses at 75%

Savings looking good

The month of March took in more money than we spent

Enrollment looks good

Finish strong

5.2 General Finance Report

Steve added a debt schedule tab to the report.

profit and loss for bus and pre K were presented

Next year's budget sent out budget based on 415 students- more details next month.

fraud risk assessment

- from state auditor office

- good controls and policies and training

- perfect score on self assessment (last year)

- multi points of review of finance

- Steve Finley will fill out report and certify along with Scott Stewart

- Steve takes the responsibility for formal training for this report

- Dave asked about line 2h- it is covered by board policy

Finance committee went well and Jodi has some good ideas for finance and audit doing what we say we are doing. Long term planning vs in the moment

6. Board Committees Updates, 6:25 PM to 6:40 PM

6.1 Academic Excellence: Douglas Rolley

waiting for EOY testing- growth data from Acadience and STAR 360 maybe a quicker indication of growth. The rise scores are not immediately available. RISE writing graded by human grader. Instant feedback not happening this year as students complete the test.

6.2 Governance Committee: Jason Glidden

no update

6.3 Building/Facilities Committee: Mark Maziarz

no update

List of projected capital projects given to Mark by Jason Lindsey

6.4 School Land Trust Committee: Jason Glidden

insurance form updated

6.5 Lottery/Enrollment Committee: Gina Cox

Scott addressing in executive report

6.6 Audit Committee: Jason Glidden

Mark reporting, Audit not received from Steve Finley

Jodi addressed the ongoing revision of committee description along with the finance committee description.

6.7 Legal Affairs Committee: Jason Glidden

no report

6.8 Recruitment and Training Committee: Gina Cox

At least one parent reaching out to be more involved

The next board retreat is not scheduled

Is there availability to have a retreat after school is released? Many board members are in and out over the summer

David mentioned that long zoom calls hard

Gina mentioned that the Utah Charter Board may have individualized board training potential. Gina will reach out to the charter board to find out what trainings they provide and if they can provide individualized/remote training that members can then reflect and collaborate on at the retreat

David recommend hiring a moderator to facilitate the board retreat

The long term strategic planning process should be started before retreat with a committee vs entire board at the board retreat.

a committee can be created to start the process

Jason mentioned that some trainings should still be as full board.

David suggested having the Stanford group, Challenge Success do a training in Design

Thinking. Use them as a resource. Scott can follow up with them to see if it is a possibility.

6.9 Development and Public Relations Committee: Susannah Barnes

Annual Fund in a good position

applied for Summit County Restaurant Grant- Mark, Elizabeth, Alice (8th grade student), Susannah presented a grant application.

Tour tracking system in place and developing ambassadors and parent training for engagement. Follow up important for making the connections and providing resources. Summer suggests all board members be part of the ambassadors.

Making sure our message is consistent and informed. Training is happening for ambassadors and tour leaders for next year.

Enrollment better than last year

Summer Send off with Woodward- is in the works Silent Auction, sponsorships, good press opportunity. Build a tradition invite the entire community

Promontory Grant

Pendry or the new Grand Hyatt possibility for Gala Susanna looking at the logistics

Annual Fund description is being rewritten stating explicitly how the annua fund helps the school. Increase the amount asked for by each family early in the school year. more graphics

Art Fest is happening grade level baskets, songs and dances excitementJeff Cohen MC

Teacher Appreciation

cookbook and bumper stickers coming by the end of the week

added item 6.10- Birthday Book Club update by Summer Patterson-

families giving money to the general fund that is designated for the library birthday books and then Elizabeth Madsen reaching out to families about birthdays and getting the project rolling. Several families have already given donations.

7. Board Policy Review - Scott Stewart, 6:55-7:00 PM

7.1 Bullying, Cyberbullying, and Harassment Policy - review and approval

Review the elements and adding language about parents students and employees

motion- Jason

David- seconds

Motion passed unanimously

8. Executive Report: Scott Stewart - Interim Executive Director, 6:40 PM to 6:50 PM

Town Lift and Park City Neighbors magazine both had articles with good publicity
April 10th Shakespeare performance and workshops for middle school

Assembly presented by the artists who are working on the sculptures for the roundabout. They shared their vision and the process that they use to build these large format sculptures

Current enrollment 406 there is a typical slump in the spring as families move and change enrollments. not a concern.

Updated enrollment report 421 accepted enrollees, target enrollment 420

We know we could drop some but we have growth potential

14 new intents in the lottery

enrollment looks good

10+% not returning in years past this year we are at 7%

4-8% trickle off over the summer

we have 3% of current students undecided about return

5 grades full enrollment, 68 students enrolled in kindergarten with a waitlist

Initial meeting with Challenge Success. Conference in Palo Alto in the fall a group from WSD will attend the conference. Challenge success has reached out to the State Charter Board the charter board is excited about this process

Compliance checklist is in the works to ensure we do not miss anything major

BCBA working on behavior management plan (see Student Life update)

Schedules are being work on

Parent Training Meetings about what to expect some at the beginning of the school year and then additional family nights during the school year

Doug- Senior Walkthrough can we make that happen

Alumni Picnic has happened in the past can we make this happen again

8th grade capstone trip- 3 day river trip Moab 26 out of 29 students attending
May 14-16

9. Update on Student Life: Elizabeth Phillips, Lower School Principal, 7:00 PM to 7:10 PM

BCBA (board certified behavior analysis) behavior supports and responses Strong teacher uniformity and consistency missing we have developed this plan to have consistent expectations and responses that are age appropriate. Positive and negative

interactions.

Visuals 3 posters for compliance , known routines-verbal cues, precision commands, think sheets.

Consistent language

I do posters- take care of self, take care of space, take care of us

Use examples to set class norms autonomy and flexibility for the teacher.

5 steps for compliance

We are prepared for an uptick in behavior due to the structures. Teacher action steps and cued responses. Fidelity checks in the classroom.

Buy-in across the grades and commitment from all teachers

Jodi- concerned that the expectations are not being met in all spaces, specific questions were asked. Talk about training parents how to communicate about concerns and how the information is responded to by teachers and admin.

clarification about skipping steps in the compliance chart and fidelity checks

concern about public humiliation, clarification given about how the needs of the student visiting the office are being met.

The BCBA has been very blunt and clear about what is happening within the school and how to make the changes

PBL presented by 2nd grade Endangered Animal Project and 1st grade- Party House Light Project

4th and 2nd grades going on a combined field trip to watch the Figure Skating Club of Park City Spring Show

5 weeks left

10. Executive Session (as needed): Closed in accordance with the Utah Open and Public Meetings Act, time is variable

11. Housekeeping and Adjournment: Mark Maziarz - Board Chair

11.1. Next board meeting: May 27, 2025

adjournment at 7:23pm