



PROVIDENCE HALL BOARD OF TRUSTEES MINUTES

05/29/2025

Location: Providence Junior High School Library

Address: 4558 W Patriot Ridge Dr., Herriman, UT 84096

WORK SESSION

5:06 pm

Kim Crandall	Board Chair	present
Lorena Iorg	Board Vice Chair	present
Liz Starley	Board Secretary	present
Rich Wilson	Board Treasurer	present
Candice Janney	PTO Liaison	present
Stacy Hurst	Board Member	present
Kayla Trujillo	Board Member	present
Gary Arndt	Board Member	present
Mary Nattress	Board Member	present

A work session was held prior to the board meeting that included the following:

1) Pledge of Allegiance

2) Recognitions

The Board recognized Melissa McPhail (High School Principal) for a great graduation ceremony at the new high school football field.

3) School Updates

Melissa McPhail (High School Principal) gave an update about the first graduation ceremony at the new high school football field.

Chris Winfree (Junior High School Principal) gave a brief update of the end of the year activities at the junior high school.

Michael Fry (Elementary School Principal) gave a brief update of the end of the year activities at the elementary school.

Nate Marshall (Executive Director) provided an update regarding the last components of the high school field renovation project, meeting with the state board for a follow-up regarding the amendment to the charter moving away from IB in grades 6-12, and the online learning program.

The school updates document is included in the UPN meeting notice other information section (meeting documents link).

4) Board Updates

Candice Janney gave a volunteer feedback on the first high school graduation at the new high school football field.

5) Board Training: Required Policies

Board members were to complete this training prior to this meeting and record the date of completion in the tracking spreadsheet.

6) General Discussion Items

a) Long Term Planning: Capital Projects and Programs

Nate Marshall (Executive Director), administration and the Board discussed a 5 year plan for enrollment projections, budget projections, proposed major capital projects and a proposed schedule.

b) Board Retreat

Board retreat will be held July 15th at 4pm.

c) Junior High Discipline

The junior high school administration has a plan in place to address this to include the following: starting the year with proactive measures in place, how discipline is recorded and tracked, training, procedures, hiring a person to support in-school suspension. The Board would like demographic data relating to discipline at the junior high.

Work Session Ended at 6:35pm

BOARD MEETING

6:46pm

Kim Crandall	Board Chair	present
Lorena Iorg	Board Vice Chair	present
Liz Starley	Board Secretary	present
Rich Wilson	Board Treasurer	present
Candice Janney	PTO Liaison	present
Stacy Hurst	Board Member	present
Kayla Trujillo	Board Member	present
Gary Arndt	Board Member	present
Mary Nattress	Board Member	present

left at the end of the work session and returned at 7:45pm

AGENDA ITEMS

A) Public Comment(s) - None

Routine Business

B) March 2025 Financial Report

Beverly Ledward (Business Administrator) summarized the March 2025 Financial Report, engaged in discussion with the Board and answered questions.

The March 2025 Financial Report is included in the UPN meeting notice other information section (meeting documents link).

C) Approval of 4/17/25 Meeting Minutes

Lorena Iorg motioned to approve the 4/17/25 Meeting Minutes.

Stacy Hust seconded.

Roll Call Vote.

Mary Nattress and Kayla Trujillo abstained.

Candice Janney was not present to vote.

Approved by Unanimous Vote.

The approved 4/17/25 Meeting Minutes are uploaded to UPN on that meeting date's notice.

D) Confirm Next Month Meeting Date, Time & Location of 6/12/25 at 5/00pm for Work Session and 6:00pm for Board Meeting at the high school library.

Next month meeting date, time & location is confirmed for 6/12/25 at 5:00 pm for work session and 6:00pm for board meeting at the high school library.

July's meeting date, time & location is set for 7/15/25 at 4:00 pm for retreat work session and 6:00pm for board meeting at the high school library.



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Action Items (Require Vote)

E) New: Salary Supplement for Highly Needed Educators (SHiNE) Program Policy

Nate Marshall (Executive Director) summarized the reasons the Salary Supplement for Highly Needed Educators (SHiNE) Program Policy needed to be created, engaged in discussion with the Board and answered questions.

Lorena Iorg motioned to approve the new Salary Supplement for Highly Needed Educators (SHiNE) Program Policy.

Gary Arndt seconded.

Roll Call Vote.

Candice Janney was not present to vote.

Approved by Unanimous Vote.

The approved new Salary Supplement for Highly Needed Educators (SHiNE) Program Policy will be posted to the Providence Hall website.

F) Update: 25-26 SY K-12 Calendar

Nate Marshall (Executive Director) summarized the reasons the 25-26 SY K-12 Calendar needed updating, engaged in discussion with the Board and answered questions.

Stacy Hurst motioned to approve the updated 25-26 SY K-12 Calendar.

Kim Crandall seconded.

Roll Call Vote.

Candice Janney was not present to vote.

Approved by Unanimous Vote.

The approved updated 25-26 SY K-12 Calendar will be posted to the Providence Hall website.

G) Update: Vehicle Safety Policy

Nate Marshall (Executive Director) summarized the reasons the Vehicle Safety Policy needed updating, engaged in discussion with the Board and answered questions.

Liz Starley motioned to approve the updated Vehicle Safety Policy.

Stacy Hurst seconded.

Roll Call Vote.

Candice Janney was not present to vote.

Approved by Unanimous Vote.

The approved updated Vehicle Safety Policy will be posted to the Providence Hall website.

H) Update: Facility Use Packet

Nate Marshall (Executive Director) summarized the reasons the Facility Use Packet needed updating, engaged in discussion with the Board and answered questions.

Kim Crandall motioned to approve the updated Facility Use Packet.

Gary Arndt seconded.

Roll Call Vote.

Candice Janney was not present to vote.

Approved by Unanimous Vote.

The approved updated Facility Use Packet will be posted to the Providence Hall website.

I) Sex Education Instructional Materials List

Melissa McPhail (High School Principal), Kayla Trujillo (Member of the Health and Safety Committee), and Nate Marshall (Executive Director) summarized the Sex Education Instructional Materials List and the process used to review the materials on the list, engaged in discussion with the Board and answered questions.

Kayla Trujillo motioned to approve the Sex Education Instructional Materials List.

Mary Nattress seconded.

Roll Call Vote.

Candice Janney was not present to vote.

Approved by Unanimous Vote.

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Discussion Only Items

J) Final FY25 Budget Hearing

Beverly Ledward (Business Administrator) went over the Final FY25 Budget Hearing, engaged in discussion with the Board and answered questions.

This is the first of two required public meetings. It will be voted on in the June meeting.

K) Original FY26 Budget Hearing

Beverly Ledward (Business Administrator) went over the Original FY26 Budget Hearing, engaged in discussion with the Board and answered questions.

This is the first of two required public meetings. It will be voted on in the June meeting.

L) State Auditor Report: FY25 Fraud Risk Assessment

Nate Marshall (Executive Director) and Beverly Ledward (Business Administrator) explained the State Auditor Report: FY25 Fraud Risk Assessment.

The Board is required to receive the report in a public meeting.

M) Update: 25-26 Elementary Fee Schedule

Michael Fry (Elementary School Principal), Nate Marshall (Executive Director) and Beverly Ledward (Business Administrator) explained the reason the 25-26 Elementary Fee Schedule needed updating, engaged in discussion with the Board and answered questions.

This is the first of two required public meetings. It will be voted on in the June meeting.

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7:52pm Roll Call for closed session.

Liz Starley motioned to move to closed session to discuss the character, professional competence, or physical or mental health of an individual.

Stacy Hurst seconded.

Approved by Unanimous Vote.



## Closed Session Sworn Statement

As the presiding Board of Trustees member, I presided at a closed meeting of the Providence Hall Charter School Board of Trustees meeting on 5-29-25 (date). Pursuant to [52-4-206\(6\)\(a\) Utah Code annotated, 1953 as amended](#),

I hereby sign this sworn statement and affirm that the sole purpose for the closed meeting was to discuss (<https://le.utah.gov/xcode/Title52/Chapter4/52-4-S205.html>)

- ☒ the character, professional competence or physical or mental health of an individual.
- ☐ collective bargaining.
- ☐ pending or imminent litigation.
- ☐ the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would 1) disclose the appraisal or estimated value of the property under consideration; or 2) prevent the public body from completing the transaction on the best possible terms.
- ☐ the sale of real property, including any form of a water right or water shares, if 1) public discussion of the transaction would: a) disclose the appraisal or estimated value of the property under consideration; or b) prevent the public body from completing the transaction on the best possible terms; 2) the public body previously gave public notice that the property would be offered for sale; and 3) the terms of the sale are publicly disclosed before the public body approves the sale.
- ☐ deployment of security-related personnel, devices, or systems.
- ☐ investigative proceedings regarding allegations of criminal misconduct.
- ☐ certain (limited) deliberations relating to the procurement process (see 52-4-204 & 205).

SWORN to this 5-29-25 (DATE).

Kim Crandall  
Printed Name of Presiding Board of Trustees Member

K Crandall  
Signature of Presiding Board of Trustees Member

Attest:

Liz Stanley  
Printed Name of Board of Trustees Member

Liz Stanley  
Signature of Board of Trustees Member