

**WEILENMANN SCHOOL OF DISCOVERY  
BOARD MEETING MINUTES**

**Tuesday, May 27, 2025  
5:30 p.m.  
4199 Kilby Road, Park City, UT 84098**

**A. CALL TO ORDER - Starting at 5:30 p.m. (5 min)**

- a. General Welcome (5:31pm)
- b. Roll Call
  - i. Gina, Summer, Doug, David, Mark, Jodi 5:33 present, Jason 5:39 present
- c. Pledge Of Allegiance - Mark
- d. Mission And Vision- 5:35pm Mark reading mission/vision
  - i. Discussion to modify agenda to have teacher or students read mission/vision

**B. CONSENT AGENDA - (5 min)**

- a. April 29, 2025 Board Meeting Minutes (vote to approve)
  - i. Requests Motion with edits Jason to Mark and adjusting the 5 committees that have nothing to report
  - ii. Gina Seconds
  - iii. All in favor
- b. Governance Committee: Mark Maziarz - nothing to report
- c. Building/Facilities Committee: Mark Maziarz - nothing to report
- d. School Land Trust Committee: Mark Maziarz - nothing to report
- e. Legal Affairs Committee: Mark Maziarz - nothing to report
- f. Audit Committee: Mark Maziarz - nothing to report

**C. PUBLIC COMMENT (10 min)**

- a. *(For public comments on items not listed on the agenda. Comments limited to 3 minutes per person with a time limit not to exceed 15 minutes for this item. The public is welcome to send written comments to [publiccomment@wsdpc.org](mailto:publiccomment@wsdpc.org).)*
  - i. Matt - Concerned about Kathleen Fisher not being retained. Valuable part of school experienceCommunity to support as a possibility to retain Kathleen. Request to help understand
  - ii. Tiana Titus/Brian Titus - Positive comments in support of Kathleen supporting students. Hard to replace as Kathleen does the work that no one sees or does. Concerning to see Kathleen go. Hate to see Kathleen leaving.

- iii. Kirsten Sterling - How can we avoid having her not be at the school.  
Reason why she is leaving. How  
can WSD avoid not having her here?
- iv. Hallie Yurick- sent email - read email by Matt (sent to Elizabeth and Scott)
- v. Matt Y - Last year gave warning but not this year
- vi. Tiana - How is her position going to get backfilled
- vii. Brian - When the budget is discussed.

**D. FINANCE COMMITTEE REPORT: Jodi Taylor (Finance Committee Chair) - Steve Finley (Red Apple) (15 min)**

- a. FY25 Monthly Budget Update
- b. General Finance Report
- c. FY26 Budget - 1st Consideration / Discussion - will be presented next meeting only needs 1 reading. Finance committee will meet prior to review and ask questions of Steve
  - i. Steven Finley and Jodi - in board packet
    - Revenue 78% waiting for reimbursement from state
    - Expense 84% will be less once reimbursement from state
    - Next month final budget next board meeting
    - Good finance meeting with Jodi went over policies
    - Jodi - balancing enrollment and capital expenditures
    - Stabilize reserve with declining admission

Discussion on how to improve numbers. Suggestion to highlight programs in weekly emails. Maybe have students write articles, create social media posts that administrators will approve. Questions about class size

**E. BOARD COMMITTEE REPORTS (15 min)**

- a. Strategic Planning Committee: Mark Maziarz
  - i. Dave and Summer - **Strategic Planning Committee** - Members are Kim Gunlock, Mark, Dave,
  - ii. Summer - Create a one pager Strategic Planning Committee - Shared Whiteboard transcription
    - 3 Pillars to focus on
    - Have parent involved
  - iii. Discussion of brainstorm(whiteboard)
  - iv. Board members discussed each of their top 3 choices. Mark took note of choices made

- v. Plan to comeback with the top 3 in a couple weeks
  
- b. Academic Excellence: Douglas Rolley
  - i. Report next meeting
- c. Building/Facilities Committee: Mark Maziarz
  - i. Report next meeting
- d. Lottery/Enrollment Committee: Gina Cox
  - i. Discussion about keeping in contact with families
- e. Recruitment and Training Committee: Gina Cox
  - i. Evaluation - Self Evaluations for board members to be held accountable.
  - ii. Send out training and prioritize
- f. Development and Public Relations Committee: Susannah Barnes
  - i. \$189,000
  - ii. \$10,000 grant for marketing of School and Woodward events. Create community and profile. Getting sponsors, nonprofits booths free, for profit - paid booths. Woodward supportive and collaborative. Ticket revenue, sponsor revenue, silent auction.
  - iii. Annual Fund - what it means and what it is used for. Not getting the same amounts.
  - iv. Finding new ways to get donations. Look into Peer to Peer - a parent reaches out to parents to support their grade.
  - v. Supplement with grants
  
  - vi. Tours and ambassadors going forward
  
  - vii. Spring Arts Goal \$20,000 looks promising
  - viii. Weilenmann Cookbook
  - ix. Bumper Sticker Contest
  
  - x. Broadcasters Club - Wapiti Club? Quarterly events
  - xi. Shoot higher with Fundraising asks
  - xii. Board expresses thanks to Susannah

## **F. EXECUTIVE DIRECTOR'S REPORT (10 min)**

- a. School Update
  - i. Highlights Moab trip - 3 day river trip . Plan to continue with river trip rather than Professor Valley
  - ii. Executive report presented by Scott
    - 1. Enrollment 406
    - 2. Reach out to new intents

3. Lottery most accepted - reaching out to re engage to those families who have not committed.
- iii. Need vote on Salary Supplement, Facilities Use and Paid Professional Policies

**Elizabeth** - Boards priorities in line with Admin priorities

Have many teachers who have been here 10+ years retention is happening

Ms Smietana doing a game show assembly on character traits

Implemented MTSS action steps

RISE and Acadience testing complete - teachers diving into data

Applied for grants to bring in more paras and instructional coach/mentoring Program. In house full time instructional coach

Read-a-thon

Teacher Appreciation

Senior Walk thru Jun 4, 2025

PBL - Spring Arts Glow room connected to standards and content

**G. NEW BUSINESS (15 min)**

- a. Salary Supplement for Highly Needed Educators Policy - NEW
  - i. Policies - new policies and revamped policies
    1. 2 items identified from Audit
      - a. Salary supplement highly in demand teachers SHINE Policy (replaces TSSP) New name and new definitions
- b. Paid Professional Hours for Educators Policy - NEW
  - i. Paid Professional Development
    1. Any licensed teacher approved with admin goals to improve
    2. Work outside of contract hours
    3. Completion at the end of year Red Apple pays out
    4. 32 hours required each year
- c. Facilities Use Policy - NEW

- i. Facilities Use Policy Public Building use for public events
    - 1. Can be reserved and rented out for private with contract and Amount - Next meeting will present fees.
    - 2. Faculty - modest semester amount Private - have to bring own insurance
- Discussion around insurance requirements

**Change 10 days to 10 business days**

**Reference Animal Policy**

- d. Fee Policy, Fee Waiver Policy, and Spend Plan - PUBLIC COMMENT
  - i. Fees Policy Fee waiver Policy and Spend plan (1st reading)  
Changed word from fee to donation
- e. Jason makes motion for 3 policies not to include fee policy
  - i. Dave seconds
  - ii. All in favor motion passed
- f. Authorize the Executive Committee to enter into a new contract with Scott Stewart as Executive Director.
  - i. Mark makes Positive comments about Scotts performance and taking on Executive Director and not Interim Executive Director
  - ii. -Concerned about burnout (discussion about burnout for all administrators)
  - iii. -Handling of low level tasks by others and being able to deep dive
  - iv. Having an assistant is important
  - v. -Written goals request by Jason
  - vi. -Gina appreciates the conversations
- H. Motion to move forward with contract or move to executive session.
  - a. Motion for Executive Committee to move forward with contract
  - b. Summer makes motion
  - c. Dave seconds
  - d. Motion passes unanimously

**I. CLOSED MEETING (if needed)**

*(Closed Board of Directors meeting for the purpose to discuss matters appropriate for Executive Session under Utah's Open and Public Meeting Act 52-4-205 (1).)*

Executive session motion made by Jason

Roll Call

Jason, Summer, Dave, Gina, Jodi, Mark, Doug

**J. HOUSEKEEPING AND ADJOURNMENT (5 min)**

- a. Next Board Meeting - June 24, 2025

