



WINTER SPORTS SCHOOL IN PARK CITY BOARD OF TRUSTEES MEETING MINUTES - FINAL

COMMITTEE: Board of Trustees

MEETING DATE: October 8, 2025, 5:00 PM @ Winter Sports School, Classroom 2

	ATTENDANCE		
Board Member	In Person	Zoom	Absent
Abi Wright- Grissom		X	
Bud Canaday		X	
Christie Hind			X
Dylan Rothwell	X		
Jennifer Eaton	X		
Holland Lincoln		Joined 5:12	
Amy Maentz	X		
Nick Penze	Joined 5:17		
Thomas Cooke		X	
Tim Gaylord			X
Whalen Louis	X		

Non-Board Members in attendance: Tess Miner-Farra, Head of School; Megan Altman, Assistant Head of School; Casey Holmes, Business Manager (via Zoom)

I. Welcome and Introductions

Whalen Louis called to order the Board meeting at 5:04 pm in the Winter Sports School classroom 2. Roll call taken, first with Zoom and then in person.

II. **Potential Motions:** Approval of minutes from the August 2025 BOT meeting: [WSS DRAFT Board Meeting Minutes 8.13.25](#)

First Motion to approve	Thomas Cooke
Second Motion to approve	Abi Wright-Grissom

ALL IN FAVOR VOTE

Board Member	YES	NO
Abi Wright- Grissom	YES	
Bud Canaday	YES	
Christie Hind	Absent	
Dylan Rothwell	YES	
Jennifer Eaton	YES	
Amy Maentz	YES	

Nick Penze	Absent	
Thomas Cooke	YES	
Tim Gaylord	Absent	
Whalen Louis	YES	
Holland Lincoln	Absent	

III. Financial Update (Casey H., Bud C., Tess M-F.)

Bud Canaday provided an overview of the school's financial health. He highlighted the ongoing benefit of interest income to the bottom line. The other metrics tracked were performing well, and he remained optimistic about the school's financial stability. However, Bud expressed concern about the student headcount and the potential impact on the school's finances if this trend continues. Casey Holmes continued by explaining the funding mechanics from the State of Utah, which are based on student headcount. Tess added to Casey's points by discussing how the budget is formulated. She noted the effects of having fewer students on October 1, when the State collects school enrollment data, rather than at the start of the WSS school year.

IV. Head of School Report (Tess M-F)

Megan began the Head of School Report by noting that there are currently 21 applicants for 9th grade, with 20 confirmed. This number, especially the confirmations, is slightly higher than in previous years. There were no early applicants in grades 10-12. The board discussed the importance of helping parents understand that a high-level sport that isn't snow-based aligns with the school's mission. They reviewed the schools from which the 9th-grade applicants are coming and were impressed with the geographic diversity. The possibility of adding more students to 11th grade next year was viewed as a positive development since this grade has recently been in high demand. Jen Eaton highlighted outreach opportunities through sports programs, which have not traditionally involved their athletes joining the school. During the school report, the board voted on motions listed below that arose during the discussion.

Tess discussed the school's drug and alcohol policy and the use of Summit County Sheriff's Office K-9 units to conduct sweeps inside the school and in the parking lot. The policy of having K-9s inspect the school, students' property, and the parking lot is seen as a deterrent—a very visible reminder for students that drugs or alcohol should not be brought onto school grounds. The dogs' sensitivity allows them to detect traces of drugs or alcohol even if the substances themselves are not present in the car or backpack. The board engaged in a thorough debate about the benefits of having K-9s search the school grounds and the implications when the dogs indicate a banned substance. The consensus was that every effort should be made to reduce the spectacle of police inspecting a car or backpack, as highlighted by the police dogs. Several variations of the current school policy were proposed, with many on the board initially favoring an approach involving inspections after school with a parent or guardian present for flagged vehicles and a similar method for backpacks. Discussion will continue at the next Board meeting with proposals for Policy and procedure updates for the start of the 2026 school year.

Tess continued the discussion from the last meeting about students missing school days for sports camps not affiliated with their main sports clubs. Board members had different opinions on the value of camps outside the main sports programs, as well as the effect of students missing school on their classmates. A school environment where students frequently come and go makes it harder for teachers to effectively teach all students.

Tess emphasized the importance of consulting with local clubs and NGBs for their advice on sport development at this age. The goal is to create a school approach to attendance expectations that is flexible enough to support appropriate sport growth without significantly affecting students' academic development. This aligns with our mission to prepare students for college and life. One idea proposed is allowing students to miss up to a week of school per semester for approved club activities, in a way that aligns with the school curriculum.

Tess Miner-Farra provided a School Safety update, indicating that WSS is meeting the state's requirement for an armed individual to be present on campus during all school hours through the School Guardian program, as the

school cannot budget to support a dedicated Summit County School Resource Officer to be on site full-time. She added that the SCSD deputies are on campus more frequently as part of the county's efforts to increase their presence on all school campuses, regardless of whether the schools have a dedicated SRO or not. She concluded the school report by discussing student phone usage during school hours, the school's efforts to gather input from all stakeholders on device use at school, and potential future enhancements to the school's phone use policies and procedures.

V. **Potential Motion:** Approval of 2026 School Fee Schedule: [Proposed WSS Fee Schedule 2026 \(FY27\)](#)

First Motion to approve	Nick Penze
Second Motion to approve	Jen Eaton

ALL IN FAVOR VOTE

Board Member	YES	NO
Abi Wright- Grissom	YES	
Bud Canaday	YES	
Christie Hind	Absent	
Dylan Rothwell	YES	
Jennifer Eaton	YES	
Amy Maentz	YES	
Nick Penze	YES	
Thomas Cooke	YES	
Tim Gaylord	Absent	
Whalen Louis	YES	
Holland Lincoln	YES	

VI. **Potential Motion:** Approval of proposed [Chromebook Damage Fee Schedule](#)

First Motion to approve	Nick Penze
Second Motion to approve	Jen Eaton

ALL IN FAVOR VOTE

Board Member	YES	NO
Abi Wright- Grissom	YES	
Bud Canaday	YES	
Christie Hind	Absent	
Dylan Rothwell	YES	
Jennifer Eaton	YES	
Amy Maentz	YES	
Nick Penze	YES	
Thomas Cooke	YES	
Tim Gaylord	Absent	
Whalen Louis	YES	
Holland Lincoln	YES	

VII. **Potential Motion:** Approval of updated [WSS Bullying, Harassment, and Discrimination Policy](#)

First Motion to approve	Dylan Rothwell
Second Motion to approve	Amy Maentz

ALL IN FAVOR VOTE

Board Member	YES	NO
Abi Wright- Grissom	YES	
Bud Canaday	YES	
Christie Hind	Absent	
Dylan Rothwell	YES	
Jennifer Eaton	YES	
Amy Maentz	YES	
Nick Penze	YES	
Thomas Cooke	YES	
Tim Gaylord	Absent	
Whalen Louis	YES	
Holland Lincoln	YES	

VIII. Board Training | Open and Public Meetings Act Training Confirmation (August 2025)

Board Members Confirmed

YES NO

Abi Wright- Grissom	YES	
Bud Canaday	YES	
Christie Hind	Absent	
Dylan Rothwell	YES	
Jennifer Eaton	YES	
Amy Maentz	YES	
Nick Penze	YES	
Thomas Cooke	YES	
Tim Gaylord	Absent	
Whalen Louis	YES	
Holland Lincoln	YES	
Tess Miner-Farra	YES	

IX. Board Training | USBE Internal Audit Required Hotline Training: [2025-09-16 | Required Hotline Training | USBE](#)

Board Members Confirmed

YES NO

Abi Wright- Grissom	YES	
Bud Canaday	YES	
Christie Hind	NA	
Dylan Rothwell	YES	

Jennifer Eaton	YES	
Amy Maentz	YES	
Nick Penze	YES	
Thomas Cooke	YES	
Tim Gaylord	NA	
Whalen Louis	YES	
Holland Lincoln	YES	
Tess Miner-Farra	YES	

X. Annual Conflict of Interest Disclosure Form for Trustees:

<https://www.cognitoforms.com/WinterSportsSchool1/WSSConflictOfInterestDisclosureAnnualBOT>

Board members were directed to the link for an overview of the disclosure form for trustees.

XI. Committee Updates: Fundraising, Governance

Abi Wright-Grissom highlighted that the governance committee was meeting with prospective board members and had recently had a good conversation with one of them. The committee hopes to bring a candidate for approval to the next scheduled meeting in December.

Amy Maentz discussed the current fundraising efforts for the school. She said current donations were in line with the goal of \$100,000. It was pointed out that fundraising campaigns have peaks and valleys, and that this one started strongly. Whalen Louis and Amy Maentz were both hosting an upcoming event at their houses for the Trailblazer Events, and asked for strong board attendance.

XII. Board Chair update (Whalen L.)

Whalen provided an update on the current board situation following Christie Hind's departure. She was a valuable member of the board, contributing her insights and serving as a liaison with the Park City Ski Team. The board agreed that having a representative from the Park City Ski Team on the board for coordinating schedules and supporting the shared mission to assist student-athletes was highly effective. Thomas Cooke mentioned LivePC GivePC and the benefits of a strong online presence for the school and its messaging.

XIII. Public comment

The meeting opened for public comment when a community member discussed how the school vehicle search procedures involving law enforcement affect students and their families, especially when a search produces no material discovery and students suffer the embarrassment and reputation hit of a "false positive" identification of a vehicle that they have little control over as a family-owned vehicle. She shared insights on how the police search of a family vehicle last week impacted them. She noted that the way these searches are carried out could be improved. The parent suggested that searches on identified vehicles be conducted after school hours and stressed the importance of clear support from school staff for the students involved, who will likely feel distressed by the process. The board agreed that if the school were to inspect personal belongings and vehicles, visible support from school staff for the students should be provided. The parent urged the board to recognize how blanket school policies can impact students' mental health and well-being.

XIV. **Potential Motion:** Close session to discuss the character, professional competence, or physical or mental health of an individual.

XV. Adjourn

Nicke Penze made a motion to adjourn at, Jen Eaton seconded; Meeting adjourned at 7:11p p.m.