



WINTER SPORTS SCHOOL

4251 SHADOW MOUNTAIN DRIVE PARK CITY, UTAH 84098 | 435-649-8760 | WWW.WINTERSPORTSSCHOOL.ORG

WINTER SPORTS SCHOOL IN PARK CITY BOARD OF TRUSTEES MEETING AGENDA

COMMITTEE: Board of Trustees

MEETING DATE: December 10, 2025, 5:00 PM via zoom Electronic Meeting Access:

<https://wintersportsschool-org.zoom.us/j/89736026268?pwd=bfm3oYB5QKPKZYnUJ90wlh1y4K7lE.1>

Meeting ID: 897 3602 6268

Passcode: 827709

Board Member	ATTENDANCE	
	Zoom	Absent
Abi Wright- Grissom	X	
Bud Canaday		X
Dylan Rothwell	X	
Jennifer Eaton		X
Holland Lincoln	X	
Amy Maentz	X	
Nick Penze*	X	
Thomas Cooke	X	
Tim Gaylord	X	
Whalen Louis	X	
*left meeting at 6:28pm		

Non-Board Members in Attendance: Tess Miner-Farra, Megan Altman, Casey Holmes.

I. Welcome and Introductions

Whalen Louis introduced Winter Sports School Board Meeting at 5:03 pm. He led Roll Call of the board members and non-members.

II. **Potential Motions:** Approval of minutes from October 2025 here: [WSS Board Meeting DRAFT MINUTES 10.8.25.docx](#)

First Motion to approve	Thomas Cooke	
Second Motion to approve	Abi-Wright Grissom	
ALL IN FAVOR VOTE		
Board Member	YES	NO
Abi Wright- Grissom	X	

Bud Canaday		X
Dylan Rothwell	X	
Jennifer Eaton		X
Amy Maentz	X	
Nick Penze	X	
Thomas Cooke	X	
Tim Gaylord		X
Whalen Louis	X	
Holland Lincoln	X	

III. Financial update (Casey, Bud, Tess)

Casey Holmes gave an overview of the financial metrics for the Winter Sports School. He noted that funding is based on enrollment, and the school is the only one that is not on the standard school calendar schedule. He noted that the school is judged on the average daily enrollment, or ADM, and that it was trailing so the current budget is reflected from previous student body numbers but that State also decreased another funding line item based on current student body count. This discrepancy was called out as requiring attention for budgeting purposes in the following school year.

Tess Miner-Farra provided more insights into specific line items of revenue and expenses. The board discussed different grants Tess was able to secure, the duration and nature of the compensation or reimbursement. She also highlighted specific expense line items that would not show expenses until closer to the start of the next school year in Spring 2026.

A. FY25 Audit Report

Casey Holmes discussed the Financial Audit report. This is a third-party company conducting fiscal audit of the School's financial status as well as how well the School is doing on benchmark items the State of Utah requires. The school passed all State benchmarks as well as exhibited financial stability.

B. **Potential Motion:** Approval of **WSS Time & Effort Policy and Procedures**

First Motion to approve	Tim Gaylord	
Second Motion to approve	Nick Penze	
	ALL IN FAVOR VOTE	
Board Member	YES	NO
Abi Wright- Grissom	X	
Bud Canaday		NA
Dylan Rothwell	X	
Jennifer Eaton		NA
Amy Maentz	X	
Nick Penze	X	

Thomas Cooke	X	
Tim Gaylord	X	
Whalen Louis	X	
Holland Lincoln	X	

IV. Head of School Report (Tess)

Tess Miner-Farra discussed her Head of School Report, starting with an overview of the current student enrollment as well as new attendance numbers. Megan Altman provided further context to the enrollment numbers, as well as the impact of one small class size, next years 11th grade, on the overall student numbers.

Tess Miner-Farra described the work history of a current associate instructor who was working on obtaining his professional license and would become a full-time teacher at the school. She was encouraged by what he was bringing to the school and the classes that he would teach full time rather than be in support position. Given this, the board approved a LEA specific license, shown below.

Amy Maentz discussed the fund raising for the Winter Sports School. She noted that the parents and larger School community were embracing a more consistent expectation of giving. Holland Lincoln supported Amy's assertions, and had more ideas regarding continuing support for philanthropy from the parents, alumni, and larger community.

Once again, the board debated different approaches to the Summit County Police Department conducting K-9 searches inside the school and on school grounds, notably the parking lot with student vehicles. There was agreement that the revised language regarding specific actions in the Head's Report were an improvement over the current written policy.

Board members queried Tess about the student, teacher, and parent survey data regarding different aspects of the Winter Sports School. Tess Miner-Farra highlighted the participation percentages were low for parents and that this altered the survey results. Lack of survey participation was also evident when cell phones and their place in the school day were discussed in depth. Holland Lincoln highlighted the prevalence of data supporting the position that cell phones had no beneficial place in the school setting. Board members agreed that stricter guidelines for phone usage, or more robust enforcement of existing policies should be implemented in the upcoming school year.

The Winter Sport School's use of Google Chromebooks for all students was another focus of Tess's presentation and board discussion. The cost-effective benefits of the Chromebook were highlighted, as well as the google ecosystem being ubiquitous and equitable.

A. **Potential Motion:** Approval of **LEA-Specific License for Matt Couture**

First Motion to approve	Tim Gaylord	
Second Motion to approve	Thomas Cooke	
ALL IN FAVOR VOTE		
Board Member	YES	NO
Abi Wright- Grissom	X	

Bud Canaday		NA
Dylan Rothwell	X	
Jennifer Eaton		NA
Amy Maentz	X	
Nick Penze	X	
Thomas Cooke	X	
Tim Gaylord	X	
Whalen Louis	X	
Holland Lincoln	X	

V. Committee updates (Committee Chairs)

A. Governance Committee Update (Abi)

Abi Wright-Grissom discussed the potential of a new board member. His connection to the school as well as his professional background were positives for his approval.

B. **Potential Motion:** Approval of John Flack as WSS Trustee

First Motion to approve	Abi Wright-Grissom
Second Motion to approve	Holland Lincoln

ALL IN FAVOR VOTE

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

VI. Board Chair update (Whalen)

Whalen Louis gave overview of the school season and how well things were going. The Trail Blazer events were highlighted as a positive development in the school's continued effort to build a broad coalition of alumni, parents, students, and community members.

VII. Public comment

No public were present for comment period.

VIII. **Potential Motion:** A closed session to discuss an individual's character, professional competence, or physical or mental health, and to discuss a proposed real estate transaction.

IX. **Potential Motion: Approval of Real Estate Purchase Agreement** with High Valley Transit Authority for the purchase of some WSS property along 224 for the HVT Rte 224 corridor BRT expansion project.

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

ALL IN FAVOR VOTE

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

Motion to exit the closed session at 7:22 pm

First Motion to approve	Abi Wright-Grissom
Second Motion to approve	Tim Gaylord

ALL IN FAVOR VOTE

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

X. Adjourn

Thomas Cooke made motion to adjourn, Abi Wright – Grissom seconded the motion,