



# 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 MINUTES - **DRAFT**

**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 opened the Winter Sports School Board Meeting at 5:03 pm. He led the 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		NA
Dylan Rothwell	X	

Jennifer Eaton		NA
Amy Maentz	X	
Nick Penze	X	
Thomas Cooke	X	
Tim Gaylord		Abstain
Whalen Louis	X	
Holland Lincoln	X	

### III. Financial update (Casey, Dylan, Tess)

Casey Holmes provided an overview of the financial metrics for the Winter Sports School. He noted that funding depends on enrollment, and that the school is the only one not on the standard school calendar schedule. He mentioned that the school is evaluated based on the average daily enrollment, or ADM, and that it was lagging behind, so the current budget reflects previous student body numbers. Additionally, the State decreased another funding line item based on the current student count. This discrepancy was identified as requiring attention for budgeting purposes in the upcoming school year. Tess Miner-Farra offered further insights into specific revenue and expense line items. The board discussed various grants Tess secured, including the duration and nature of the compensation or reimbursement. She also highlighted particular 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 report is conducted by a third-party company evaluating the School's financial health and how well the School meets the benchmark items required by the State of Utah. The school passed all state benchmarks and demonstrated 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, beginning with an overview of current student

enrollment and recent attendance numbers. Megan Altman provided additional context for the enrollment figures and explained how a small class size, specifically next year's 11th grade, impacts the overall student count.

Tess Miner-Farra described the work history of a current associate instructor who is working on obtaining his professional license and is expected to become a lead teacher at the school starting in the Spring. Based on this, the board approved a LEA-specific license for this teacher, while he completed the professional license process through APPEL.

Amy Maentz discussed the fundraising 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 discussed different approaches for the Summit County Police Department to conduct K-9 searches inside the school and on school grounds, especially the parking lot with student vehicles. There was agreement that the revised language regarding specific procedures in the Head’s Report was an improvement over the current procedures. Tess will bring updated handbook procedures to the next meeting for review.

Board members asked Tess about the student, teacher, and parent survey data on different aspects of the Winter Sports School. Tess Miner-Farra pointed out that parent participation was low, which affected the survey results. The lack of survey participation was also clear when discussions focused on cell phones and their role in the school day. Holland Lincoln emphasized that most of the data supported the idea that cell phones have no beneficial place in the school setting. Board members agreed that stricter guidelines for phone use or stronger enforcement of current policies should be put in place during 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	X	
Nick Penze		NA
Thomas Cooke	X	
Tim Gaylord	X	
Whalen Louis	X	
Holland Lincoln	X	

VI. Board Chair update (Whalen )

Whalen Louis provided an overview of the school season and how well things were progressing. The Trail Blazer events were highlighted as a positive development in the school's ongoing 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.

First Motion to enter closed session	Thomas Cooke
Second Motion	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 exit	Abi Wright-Grissom
Second Motion	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	

- 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.

Closed session discussion moved an action on this item until the next meeting.

- X. Adjourn

Thomas Cooke made a motion to adjourn. Abi Wright – Grissom seconded the motion. Meeting Adjourned at 7:18pm