Soldier Hollow Charter School Board of Trustee Meeting

October 21, 2025

3444 West 3000 South, Heber City, Utah

(All times listed are approximate.  The Board reserves the right to vote on any item on the agenda)

The Mission of Soldier Hollow Charter School is to utilize place-based education to foster autonomous, lifelong learning through knowledge of and responsibility for the environment.

**Welcome (Call to order) and Roll Call:** (6:30pm) Call to order 6:32pm Amy Lusby. Erin, Amy, Brandis, Josh

**Public Comment:** (6:35 pm)-  The public may address any issue not related to items already on the agenda.  Please refer to our Public Comment at Board Meetings Policy for procedures. The Board will not allow public comment that could violate the privacy rights of individual students or staff members.  The School, Board Members, and Staff are required to protect the privacy of students, and specific student related issues under Federal and State law including the Federal Education Rights Privacy Act.  Additionally, the Board will not allow public comment related to individual Staff Members that calls into question Staff member’s character, professional competence, and/or handling of specific student related issues.  Should attendees wish to provide the Board with comments that may potentially violate the privacy rights of students or staff members, they may submit the comments to the Board in advance of the meeting via theboard@myshcs.org.  The Board may then use their discretion to a) allow the individual submitting the comment to read the statement during public comment, b) may have a board member read the statements to the public during the public comment, possibly omitting any language that could violate privacy laws, or c) may accept the comment as a private communication to the board which the board will then take under advisement. The public should be aware that the Board is unable, by State law, to deliberate or take action on items raised during the public comment time in a Board meeting if they do not appear on the publicly noticed agenda.

Read by Erin. Amy calls for public comment. There is none.

**Reports:** (6:45 pm) Board Committees Report– Board Action may be required – (10 min)

1. **Action Item**: Approval of the Meeting minutes from September Brandis makes a motion, Josh seconds, no further discussion all in favor motion passes.

 2. PTO (Parent Teacher Organization):

* Recent events – We hit our goal
* Future events and preparations – bowling night and book fair in November.

3. Administration Team Report: (20 min)

* Director – David Phillips

1. Enrollment - systems and checks in place. Checking in with teachers and going through best practice of using data to meet students’ needs. Feedback from teachers that we are all going in the same direction. A ton of field trips this year which has been really fun. They have been very purposeful. Discussion on improving the sense of belonging and community for all students. Already talking about enrollment and marketing for next year. Working on bringing students in and retaining students from this year.
2. Academic Excellence
3. Wish List for the school/School Projects - Discussion of carpet bids – shooting to re-carpet the middle school during winter break. We have bids from 3 companies. High, medium, and low.

**Action Item**: Vote for approval of carpet bid for portables Erin makes a motion for Genesis floor middle bid for $40325 contingent on acceptable quality. Brandis second all in favor no opposed.

* Assistant Director – Samantha Hughes

1. Safety – Cameras and Charleston Town hall meeting. Nancy O’Toole

* Special Ed Director – Lori Christensen

NUES came and did differentiation training as well as De-escalation training. New member of our team to help with of the more severe students.

4. Financial Accountability Committee: (15 min) Rich Eccles and Josh Cook

* Financial statement from prior Month – finance committee met today. Discussed August. Don’t have September. 66 days cash on hand. PTIF fund earning 4.6%. Professional grant – make teachers aware it’s about $41k.

**Action Item**: Accept the Financial report from August – Josh makes a motion Brandis seconds all in favor no opposed. Motion passes

* Discuss the annual budget surplus funds Tabled

**Action Item**: Possible spending of annual budget surplus funds - tabled

5. Facilities and Transportation updates: Mike Bronson

Lots of stuff from Park City. Clean up went well. Brian had a good turnout. If we do it in the summer before school starts or right when school gets out. Maybe another one in the spring too.

6.Capital Projects – (15 min) 

* Fundraising efforts
* Discussion of remaining funds from Burns Foundation – creating an endowment from the remaining funds. We proposed $300,000.00, the Burns Foundation has approved the opening of the endowment. They don’t want it spent on salaries or curriculum. What do we do now? We will need state approved investment advisors. Rich will provide that list. It needs to be on the website and it will need to be named. We will also do more fundraising to contribute more to the endowment.

**Action Item:** Possible Vote regarding use of remaining funds from Burns Foundation – tabled until there is a place to put the funds.

7. Policy review and update (10 min)

* Present New School Safety -

**Action Item**: Approval of New School Safety policy – Erin motions to approve Brandis second any questions none all in favor no opposed.

* SHINE Policy change - none

**Action Item:** Approval of SHINE policy change - none

**Action Item:** Possible approval of policy changes - none

8. Executive Committee Report: (10 min) Amy Lusby – Executive committee meeting yesterday. Good meeting. Dave is very good at looking where we are now and looking forward to where we are going. Survey to teachers in about 2 weeks. Results should be available by the next meeting. Next month meeting Monday, November 17 at 6:30

* School Land Trust Training – Josh, Amy, Erin.
* Discussion of possible appointment of new board member - tabled

**Action Item**: Possible Appointment of new board member - tabled

**Adjourn meeting**: Motion to go into closed session to discuss personnel. Roll call Erin, Amy, Brandis, Josh.

Closed Session: Soldier Hollow Charter School reserves the right to enter into a closed executive session for one or more of the purposes outlined in §52-4-205 of the Utah Code of Open and Public Meetings Act.

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