



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

COMMITTEE: Board of Trustees

MEETING DATE: February 11, 2026, 5:00 PM via Zoom Electronic Meeting

Board Member	ATTENDANCE		Notes
	Zoom	Absent	
Abi Wright- Grissom	X		
Bud Canaday	X		
Dylan Rothwell	X		
Jennifer Eaton	X		
Holland Lincoln	X		Joined at 5:40
Amy Maentz	X		
Nick Penze	X		
Thomas Cooke	X		
Tim Gaylord	X		
Whalen Louis	X		
John Flack	X		Joined at 5:10

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 5:07 pm. He led the Roll Call of the board members and non-members.

II. **Potential Motions:** Approval of minutes from December 10, 2025

First Motion to approve	Thomas Cooke
Second Motion to approve	Nick Penze

ALL IN FAVOR VOTE

Board Member	YES	NO
Abi Wright- Grissom	X	
Bud Canaday	X	
Dylan Rothwell	X	
Jennifer Eaton		Abstain
Amy Maentz	X	
Nick Penze	X	
Thomas Cooke	X	

Tim Gaylord	X	
Whalen Louis	X	
Holland Lincoln		Not Present for vote
John Flack		Not Present for vote

III. Financial update (Casey, Bud, Tess)

The board then reviewed the FY26 financial updates, noting strong interest income of \$90,000 fiscal year-to-date and exceeding annual fundraising goals with \$116,000 raised. The budget is on track to be a positive financial year overall. Bud announced his retirement from the board, citing his enjoyment of working with Tess and others over the years. Trustees shared their appreciation for Bud’s service on the Board for nearly two decades. The board discussed the need to appoint a new treasurer following Bud’s resignation, agreeing this could be addressed by the April meeting.

IV. Head of School Report (Tess)

Enrollment and Attendance Strategy Review

The group discussed enrollment challenges and agreed to focus marketing efforts on families with students who are not winter athletes, targeting middle schools and younger students. Tess presented attendance data showing a 94.79% positive attendance rate, with athletic absences added in brings the absence rate from just over 5% to 13% of total absences. The team reviewed behavior data, noting steady trends from previous years in both major and minor incidents, with device misuse being the most common issue. They also discussed plans to improve support for students who miss school when they travel for athletics to minimize the impact of absences.

Attendance, Behavior and Achievement Data Review

Tess and the team discussed trends in student behavior incidents, noting that while incident numbers have increased, the trends are mostly consistent with past years, with notably fewer office referrals in 2025 and more minor incidents. Prompted by a question about the number of incidents as a compared to number of students overall, Tess agreed with a suggestion that as the staff has learned to use our behavior data collection system, teachers and staff are logging more consistently incidents related to behavior expectations. She also agree to a suggestion to analyze the data in the future as a percentage of students to better understand the trend. Tess also mentioned that the school is moving towards a "phone-free" school day policy as part of an effort to boost student engagement, reduce incidents related to phone use, and improve school culture and belonging. Tess shared the class of 2025 math competency report, and the student achievement data from 2025 statewide testing, highlighting improvements in ACT participation and scores, growth of the class of 2026 from 10th to 11th grade and 95% of those tested earring the state’s proficiency standard of 18+ composite school. Tess was asked about the potential implementation of MAP testing, which is currently not used at the school but may be considered in the future depending upon a potential pilot program being considered by the legislature this session,.

Free-to-Focus Phone Free School Planning

Tess explained the school's plan for a phone-free environment: students would store phones and connected watches in specially ordered Yondr pouches during school hours except for lunch. She shared how this policy benefited students and teachers at Park City High School, which adopted a similar approach last year with positive results. Tess highlighted that the phone-free environment complemented schedule changes, such as adding a study hall and increasing the weekly WIN WED period for difficult classes. Board members applauded these efforts, suggesting Wednesday become the main day for tours to showcase the school's innovative approach. They also emphasized the need for community outreach and a town hall meeting with students and parents about the new phone policy.

Approval of Updates to Calendar and Policy; Other Work in Progress

The board approved the 2026 academic calendar with updated distance learning day scheduling. Tess presented updates to the behavior and discipline policy, which were approved. The board also learned about upcoming Cognia accreditation preparations and school improvement planning initiatives, including a new PEAK performance framework and revised daily schedules featuring WIN Wednesdays. Leveraging these innovations was discussed including a suggestion to add scheduling information to the website to better promote the school's personalized pathways. Encouraging families to tour the school in WIN Wednesdays was brought up again here as a disingnishing factor for our school.

V. **Potential Motion:** Approval of 2024-2025 School Land Trust Final Report

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	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	
John Flack	X	

VI. **Potential Motion:** Approval of the proposed updated 2026 Academic Calendar

First Motion to approve	Nick Penze
Second Motion to approve	Thomas Cooke

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	
John Flack	X	

VII. **Potential Motion:** Approval of proposed updated WSS Behavior and Discipline Policy

First Motion to approve	Thomas Cooke
Second Motion to approve	Bud Canaday

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	
John Flack	X	

VIII. Board Training: Review of Governing Board responsibilities, timeline, and steps in the School LAND Trust planning and implementation process. : All moard members were instructed to watch the required 5-minute board training video on their own time and email Board Secretary, Dylan, when completed.

IX. Committee updates (Committee Chairs)

A. Governance Committee Update (Abi & Whalen)

Abi Wright Grissom led the board in welcoming John Flack as the newest member. John gave a brief introduction and expressed his excitement about the school's future and how he could contribute. The rest of her discussion focused on the role of the Park City Ski and Snowboard Club and how the school should engage with the club in terms of board representation. Whalen Louis currently serves on both boards, but the school board agreed that having another member from the PCSS—either their yet-to-be-named Executive Director or the head of their Alpine Program—would be in the best interest of the school. Attention was given to what role the PCSS board representative would take and how it could be structured to best support achieving enrollment goals.

B. Development Committee Update (Nick & Amy)

Amy Maentz and Nick Penze provided an overview of the current state of fundraising activities. They expressed positivity about the current fundraising total and the growth of a giving culture at the school. Amy noted that 100% of Board Members and School Staff had donated, and parent participation was at 71.6%, with potential for increase in the coming weeks. Amy discussed the steps the school was taking to boost alumni and parent participation and engagement, including upcoming school-specific events. One such event was early morning skiing at Park City Mountain, which Nick confirmed was confirmed as scheduled, and event sign-up would be emailed out in the next few days.

X. Board Chair update (Whalen)

Whalen gave a brief update since, as he noted, all of the important items had already been covered by other board members.

- XI. Public comment - No public was present for the comment period.
- XII. **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	Nick Penze
Second Motion	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	
John Flack	C	

Motion to exit the closed session was made by Thomas Cooke; Second made by Nick Penze. The Board returned to open meeting.

- XIII. **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	Thomas Cooke
Second Motion	Bud Canaday

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		Not present for vote
Whalen Louis	X	
Holland Lincoln	X	
John Flack	X	

- XIV. Adjourn

Thomas Cooke made a motion to adjourn. Nick Penze seconded the motion. Meeting Adjourned at 7:27pm