



MEETING MINUTES
Karl G. Maeser Preparatory Academy
Public
09/10/2019
7:00 PM

OPEN SESSION

Start Time: 7:08 PM

End Time: 8:23 PM

Members Present: Cynthia Shumway, Steve Whitehouse, Sydne Jacques (joined at 7:30pm), Jason Dodge, Sandra Russell

Members Absent: Janine See, Paul Stancil

Staff Present: Robyn Ellis

BOARD BUSINESS

- It was determined that a quorum was present.
- The pledge of allegiance was recited.
- **MOTION:** Sandra moved to approve the minutes from August 13th. Sydne seconded. The motion passed unanimously. Steve and Jason abstained.
- Next meeting: 10/8/2019 at 7:00 PM in the library

PUBLIC COMMENT

- Carson Bailey spoke about his eagle project. Mike Dunn provided information about green ash trees. These trees are seedless and adaptable for streets and lawns. Mike said this is one of the more hardy trees to plant in Utah. Mike said that as long as Maeser has good watering, then roots will run deep. Trees will provide shade for students to eat lunch under. Steve asked how to take care of trees during the winter. Mike said the size of the trees are large and already acclimated to a winter cycle. Carson said they are planning on planting the trees on October 26th. Carson found benches for \$350 per bench and asked that Maeser donate four or five benches to place under the trees. Steve asked for more detailed information on the benches and referred this to the budget committee for analysis.

DIRECTOR'S REPORT – Robyn Ellis

- We received a nice letter from a guest who attended Maeser's graduation ceremony. He is deaf and was impressed that Maeser was prepared with an interpreter to help people with disabilities. He donated \$500 to the school. Robyn passed around a thank you card for board members to sign.
- The Armenta family donated \$1,700 and said they love the school.
- New teachers are acclimating really well. Robyn has been doing observations on teachers and coaching them.
- Counselors have already started working with senior students on their CCRs and preparing to submit college applications. BYU opened their app on August 29th so early consideration has to be in by November 1st.
- Maeser kicked off the Capstone Project this week. Dustin and Robyn went into the classes to explain it to the students and gave them examples of really moving capstone projects from last year. Afterward, the students had a brainstorming session.
- One of the Capstone ideas from last year was a greenhouse. The students are working with the science department on how to make the greenhouse sustainable.

- Cynthia asked how wrestling was going. Robyn said there is interest; however, we may not have a coach, which means we may not have a team.
- Independent Study proposals for Winterim are due next week.

DISCUSSION & APPROVAL

- Robyn recommended to match the Utah State Archives general retention schedule for financial records of 4 years. It needs to match our bond requirements. We will defer this to October.
- Discussion of Economizer/Thermostat Efficiency Project. Steve said the budget committee considered two proposals and is recommending using the economizer from Gunthers. This will give us a 20% savings on our bill with a lifetime warranty. The net cost, out of pocket, will be \$3,100. Project price is \$38,900. Rocky Mountain Power will give us a \$19,000 rebate. Dominion Energy will give us a \$3,000 rebate. And Gunthers will give us a \$13,000 rebate. **MOTION:** Sydney moved to approve. Jason seconded. The motion passed unanimously.
- **MOTION:** Steve moved to approve Winterim budgets as reviewed by Sam Urie. Sandra seconded. The motion passed unanimously.
- **MOTION:** Jason moved to approve the updated 2019-2020 Fee Schedule to accommodate for the Ultimate Frisbee membership fee increase. Sydne seconded. The motion passed unanimously.
- **MOTION:** Steve moved to approve Carson's Eagle project as far as the tree planting with the bench portion of the project going to budget committee for review. Jason seconded. The motion passed unanimously.
- P&P policy was deferred to next month (the 1100-1403). Cynthia wanted to remove Mountainville's template because we don't want to adopt Mountainville's procedures. Cynthia suggested that we create a work committee to create the P&P Manual.
- **MOTION:** Steve moved to approve the updated overall payroll budget. Jason seconded. The motion passed unanimously.
- **MOTION:** Steve moved to approve Grammar Fix-it as recommended by the Curriculum Committee. Sandra seconded. The motion passed unanimously.
- **MOTION:** Steve moved to approve the revised DYAD list as recommended by the Curriculum Committee. Sandra seconded. The motion passed unanimously.
- **MOTION:** Sandra moved to approve the Broadway Rocks song list as amended. Steve seconded. The motion passed unanimously.
- Discussion of FERPA and data security training for the Board. Robyn asked the board members to go to section 7100 of the P&P manual, under the title *The Data Governance Plan* which was approved in June 2018. Cynthia reminded board members about the annual trainings that were done last year. Cynthia asked the board members to fill out the Non-disclosure/Ferpa training documents when they finish the training, then give them to Corey, who will keep them on file. Robyn has invited board members to a Google Classroom they can access from their Maeser accounts which contains the compliance, FERPA and data security trainings. Robyn also provided copies of the FERPA training. Corey will create an overall list for the board members to sign and date when they complete the trainings.

FACILITIES / MAINTENANCE – Jason Dodge

- Jason is talking to Pontus architecture to create renderings for the new auditorium.

WINTERIM – Sandra Russell & Janine See

- The catalog has been posted. Sandra said the objectives, requirements and expectations have been spelled out. It is very good!
- Robyn said they are reminding students that independent study requires an initial proposal. Sandra said the requirements are much more stringent now.

CURRICULUM – Robyn Ellis

- Grammar Fix-It is a piece of the IEW program. The teachers are using Grammar Fix-it in place of the journal writing prompt at the beginning of class. This implements the grammar piece into the curriculum.
- SPED Lexiled Reading book list for DYAD: The DYAD reading is an approved resource recommended by the state for our low-level readers. We will use this in targeted studies. The curriculum committee revised the list to align with the mission and vision of the school.
- Broadway Rocks song selection: Sandra had some concerns about some of the songs on the list.

MOTION: Steve moved to adjourn. The motion passed unanimously.

No closed session

Without objection meeting was adjourned.