

# Soldier Hollow Charter School Board of Trustee Meeting

August 8, 2019

3444 West 3000 South Charleston, Utah

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

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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.

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1. Welcome and Roll Call (6:30 p.m.) Erin Merryweather, Jamie Bennion, Jen Johnson, Christa Brown, Katie Delahunta, Mark Harney (Tony Hull coming late)
  
2. Public Comment (6:30 p.m.) 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.*
  
3. Reports (6:40 p.m.)
  - A.. Board Committees Report -*Board action may be required* – (20 min)
    - I. PTO- Amie B and Stephanie MacDonald
      1. Proposals for Fundraisers:
        - First day of school for kids, mixer for parents
        - Walkathon Sept 23 Food Trucks,
        - Girls on the Run 5K in the spring April 27
        - Gala: MS Parents helping Oct. 11 Adult Halloween Party @ Soldier Hollow Grill Sign Ups will be on Back to School Night goal is to raise funds for Fee Waiver Trip Kids- our excess funds (over would be \$40,000) used for ski fund
  
  - MOTION BY KATIE DELAHUNTA TO APPROVE THE SUBMITTED PROPOSAL FOR OCT. 11 GALA AS A FUNDRAISER FOR MIDDLE SCHOOL AND SKI PROGRAM. SECONDED BY JEN JOHNSON. VOTE: ALL IN FAVOR.
  
  - MOTION BY KAITE DELAHUNTA TO APPROVE PTO WALKATHON AND 5K FUNDRAISERS AS PROPOSED. ERIN MERRYWEATHER SECONDS. VOTE: ALL IN FAVOR.
  
  - II. Financial Accountability Committee – Rich Eccles
    1. Reviewed financial statement from prior month. Audit finished.
    2. Accept the Finance Report from prior month
  
  - MOTION BY ERIN MERRYWEATHER TO ACCEPT JULY FINANCIAL REPORT. SECONDED BY JEN JOHNSON. VOTE: ALL IN FAVOR.
  
  - III. Capital Fundraising – Erin Merryweather
    1. Landscaping update- timeline: Carl Berg is our landscape architect and project manager. He assures us it will be complete August 15. Garden committee met on Tuesday. Coordinating boxes with Eagle Scout Volunteer to get supplies for 8 24” boxes and will be sending out a donation request for needed items to parents.
  
  - IV. Academic Excellence-Christa Brown: No report at this time.
  
  - V. Executive Committee Report -Mark Harney
    1. Delinquent accounts policy- to be redrafted and be ready before the school year.

2. Hiring Policy amendment- Discussed potential problems with system in place for hiring and authority to sign contracts during periods when there is no acting administrator. Suggestion to change policy to either have board ratify it or to select interim administrator to address and have authority for urgent school needs.

MOTION BY MARK HARNEY TO AMEND THE SHCS HIRING POLICY AS FOLLOWS: THE PACKET (replacing “two weeks” with “a minimum of three days” for posting of position and changing “two teachers (co- teacher of the position and a teacher from the next grade level up) and one or two parents from the class assembled by invitation of the Administration and following the outlined interview questions.” to “teachers and parents”.) SECONDED BY TONY HULL. VOTE: ALL IN FAVOR EXCEPT KATIE DELAHUNTA DISSENTING.

MOTION BY TONY HULL FOR THE BOARD TO RATIFY THE HIRING OF THE PREK TEACHER (Jill Tuttle) BASED ON THE TERMS PRESENTED BY THE SELECTION COMMITTEE. SECONDED BY MARK HARNEY. VOTE: ALL IN FAVOR EXCEPT KATIE DELAHUNTA ABSTAINING.

3. Administrator applications review: 20+ applicants at this point. Executive Chair has been screening and interviewing applicants. Notes from interviews are being passed to the rest of the board.
4. Approve meeting minutes from prior month.
5. Proposes for leadership plan that Jamie Bennion be appointed interim principal effective immediately as this would create one point person for teachers and parents.

MOTION BY MARK HARNEY TO APPOINT JAMIE BENNION TO THE POSITION OF INTERIM PRINCIPAL OF SHCS.

6. Katie DeLahunta requests brief discussion in executive session on this issue and board agrees to suspend discussion until end of agenda when board goes into Executive/Closed session to discuss this and other issues.

- B.. Principal Report -Board action may be required – (20 min)
- I. Enrollment & Registration Report (Tammy and Sara):
  - II. Reports on school committees:
    1. Special Ed- Early Literacy Plan (Monica Lewis): Early Literacy Plan presented and explained. Reviewed and discussed goals, execution of plan such as scheduling, data to be looked for and teacher training. Explained tiered set up and literacy program (Really Great Reading) to answer parent questions. Cost to be split between special ed and grant. Monica Lewis is in process of applying for grant and is requesting board approval to apply for grant. Advises she will know and anticipate what funds will be approved before ordering and materials pursuant to the grant.

MOTION BY KATIE DELAHUNTA TO APPROVE THE DIRECTOR OF SPECIAL EDUCATION SERVICES APPLYING FOR UTAH GRANT FUNDING AS OUTLINED BY MONICA LEWIS IN THE SHCS EARLY LITERACY PRESENTATION TO THE BOARD DATED AUGUST 8, 2019. SECONDED BY ERIN MERRYWEATHER. VOTE: ALL IN FAVOR.

2. Public Relations(Jen Johnson): Website: is up and very well done. Jen to arrange for school to be in Swiss Days parade. Fundraising opportunities at Swiss Days and Sheep Dog brought up and discussed.
- III. Facilities, safety and transportation updates (Mike Bronson): Katie deLahunta reports on status of septic permit and operations. Wasatch County Board of Health agreed to revisit permit numbers for nitrogen based upon actual rather than predicted flows, and agreed to revise permitted levels from 10 mg/L to 30 mg/L, which Dr. Heger, expert hired by the school to review the system, believes can be achieved. Engineer is helping prepare to apply for a

new permit. School will be testing and creating a testing schedule to make sure milestones are met. Dr. Heger is creating a plan to keep school compliant and will include her recommendations as to testing she deems relevant and appropriate. Plan will include relocating the denitrification line. Engineer has proposed pumping the system to start the year anew. Mike Bronson advises that the operator, Casey Muir, is cautioning against flushing because of the need to keep the good bacteria. Erin Preston will be submitting the proposed schedule to health department and board can expect to meet again if there is an issue with it. Request from Erin to their board to be copied on emails to ensure good communication.

Mike Bronson has sold gates for a total of \$6300.

MOTION TO ACCEPT THE JULY MINUTES BY KATIE DELAHUNTA. SECONDED BY ERIN MERRYWEATHER. VOTE: ALL IN FAVOR.

4. Action Items:
- A. Accept the Financial report from prior month
  - B. Approval of the Meeting minutes from prior month
  - C. Accept Delinquent Accounts Policy
  - D. Accept changes to Hiring Policy
  - E. Approve Early Literacy Plan
  - F. Accept Plan for Immediate Leadership

MOTION BY KATIE DELAHUNTA 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, AND, MORE SPECIFICALLY, THE FOLLOWING: CHARACTER CONFIDENCE, CONTRACTS, AND PENDING LITIGATION (As outlined in §52-4-205 of the Utah Code of Open and Public Meetings Act). SECONDED BY ERIN MERRYWEATHER. VOTE: ALL IN FAVOR.

Enter Executive session at:

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(11:08 PM) Resume open session.

MOTION BY KATIE DELAHUNTA TO AUTHORIZE JAMIE BENNION, ON BEHALF OF THE BOARD, TO SIGN PROPOSED TEACHERS' CONTRACTS WHICH HAVE BEEN AMENDED TO INCLUDE 4% SALARY INCREASES PREVIOUSLY APPROVED BY THE BOARD AND INCLUDED IN THE BUDGET AS APPROVED. SECONDED BY TONY HULL. VOTE: ALL IN FAVOR.

Mark Harney retracts motion to appoint Jamie Bennion as interim principal pending opportunity to consult with School Attorney as to matters of procedure.

MOTION BY KATIE DELAHUNTA TO ADJOURN. SECONDED BY JEN JOHNSON. VOTE: ALL IN FAVOR.