



# Park City Prep Charter School

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[www.parkcityprep.org](http://www.parkcityprep.org)

## Board of Directors Meeting

June 19, 2014

### MINUTES

Attending: Bruce Ravage, John Bryk, Ken Flatto, Kesheonia Kirkland, Chris Van Etten, Vicky Boudreau  
Absent: Rose Richardson, Vince Galasso, Warren Blunt

- Meeting called to order at 5:53 pm
- Public Session – No members from the public attended.
- Minutes of the meeting of May 22, 2014 were approved unanimously.
- Financial Update
  - Year to date
    - All financial reports are in order
  - Projected end of year
    - Expected costs of the 5<sup>th</sup> grade result in 20% increase in the budget.
  - 2014-2015 budget
    - Increase over last year by 20% due to addition of 5<sup>th</sup> grade
    - The fit-out of the 4<sup>th</sup> floor has been built into the expenses.
- Director's Update
  - Status of renovation of 4<sup>th</sup> floor
    - Active work is at a slow pace due to school still being in session and finalization and signing of the lease.
  - Agreement with landlord
    - Additional recommendations are being made.
    - Final piece will be the landlord's assurance the 4<sup>th</sup> floor will be completed on time for an August 28<sup>th</sup> opening.
  - Status of lawsuit
    - Nothing new to report.
  - Approval of student enrollment
    - Secured the written approval of 356 seats.

- Applications for grants
  - Still pending approval of the two grants. Bond Commission has delayed their meeting until July.
- Recruitment of staff for 2014-2015
  - In process of recruiting remainder of the 5<sup>th</sup> and 6<sup>th</sup> grade teachers, Social Studies teacher, SPED teacher, and paraprofessional.
- Staff evaluation
  - Almost finished completion of evaluation of the teachers.
  - Parent/student surveys have been issued.
  - Will continue in the next year to use a “Complementary Evaluator” to assist in formal observations of teacher lessons.
- Letters of agreement & compensation for staff for 2014-2015
  - Have been distributed and accepted.
  - Performance bonuses will be issued in the fall.
- Commencement at Klein Auditorium – June 26<sup>th</sup> at 6:00 pm
- Spring musical performance & art show
  - Both events were highly successful, and well attended. Thanks go to Chris Van Etten, Lindsay Galpin, and Kathy Godiksen, the teachers in charge of those events.
  - A suggestion was made for student artwork to be available for purchase by the public next year as a fundraiser to support field trips for the art and drama clubs.
- Expulsion hearing
  - A 6<sup>th</sup> grader has been expelled for the balance of the year; being tutored per agreement and will return in the fall, provided requirements have been met as outlined.
  - A second expulsion has been scheduled for another 6<sup>th</sup> grader.
- New Business
  - Healthy Food Certification
    - The school will enroll in the Healthy Food Certification Program.
  - Salary increments for master’s degrees
    - There is no current policy for teachers who earn their Masters while employed at the school.
    - Teachers hired with Masters already have starting salaries scaled accordingly.
    - Going forward, teachers earning Master’s degrees after they have been employed, will receive a salary stipend beginning the year after they complete their degrees.
  - Stipends for teachers writing grade 5 curriculum
    - The lead teachers will receive a one-time stipend for writing the 5<sup>th</sup> grade curriculum in their subject areas.
  - School funding of end of year trips and school clothing
    - The school will pay for each new student to receive one long-sleeved, oxford shirt and one cardigan sweater as a welcome to our school.
    - Looking into the funding of the end of year class trips, as well as the Nature’s Classroom trip.
  - Teachers recused themselves at 7:15 for the other members of the Board to finalize discussion of the school’s policy for salary stipends for earning a Master’s degree.
  - Meeting adjourned at 8:45

*Next Meeting: Wednesday, September 24, 2014*