

## PHS Board Meeting Minutes, March 15, 2017

Meeting called to order at 6:01

### In attendance

Kevin Long  
Sally Clarke  
Stephanie Hartgrove  
Michelle Brockbank  
Erin Edmonds (phone)  
Gil Jarvie  
Nate Adams  
Derryl Yeager  
Sarah Neilson  
James Mack

### Discussion items:

#### **New possible board member interview/presentation:**

Justina  
Working on doctorate, has been in education for the last ten years  
Serves on the board for Bingham

#### **Budget/finance:**

See attached sheets  
Need to make adjustment for next year to offset building costs & enrollment  
Enrollment cap, do we need to cap? To be realistic about the size of the classes.  
Self-imposed cap at 225, proposal by Kevin to cap.

Motion made by Kevin, Second by Sally, vote – all in favor. We will cap enrollment for the 2017-2018 school year at 225.

#### **Building update:**

Lease, we control the new space for 15 years. We need to uphold existing tenants. There is 4500 sq ft in month to month leases. We are going to take possession as of July 1<sup>st</sup>. Timpanogas Arts Foundation will use 1500 as storage space and utilize our classrooms and our rehearsal spaces for their needs.  
Auto shop, 3 years left on lease Dry wall shop, 4 years  
First experience with Chamber Media, was great on both ends. We will keep them as a tenant, provide professional experience with our kids.

Timpanogas Arts Foundation partnership, working together to share space. Good for marketing and for the arts

Stake Holders meeting last week was good, good feedback, and good interest.

PARC tax grant meeting presentation tomorrow. City office building at 5:30.

#### Artistic Director:

Marketing  
Best of PHS, May 22 at Lone Peak  
Anne Frank May 4 dress rehearsal, May 5-6  
James Mack, new Theater director  
Brooke and Gabe well received  
Prepping for State

Dance plan for Marketing  
Letter/email odyssey patrons, dance owners  
Billboard  
Radio spots  
Visiting studios personally  
Ticket give aways  
TV stuff, big Budda

Theater plan for Marketing  
Similar to dance  
Plus going to see junior high productions to try and chat with others  
Home school conferences – need to look at the logistics, who do we talk to? Transfer/home school  
Private drama/voice/musical theater contacting them for students  
Master classes

Since the time the signage went up on the building we have had 7 tours.  
When someone comes for a tour, connected with a department chair, chair contacts the parent, as well as making a connection with the PTSO, testifying of the greatness of the school.

Principal's report:  
See attached report  
45 names given to the chairs to contact from January –  
ACT scores, comparable to the state average  
Accred complete and accepted  
All day program  
Trust Land has been submitted, waiting to be approved. Very clear how we spend the funds  
Board needs to adopt a disability policy  
School fees  
Motion to accept new fees as adjusted during the meeting  
Motion made by Sally, Second by Erin. Board voted, All in favor of approving the new fee schedule.

Student Assembly  
Phone Use  
Absences and Tardies  
Expected classroom behavior  
Student Handbook  
New Website, needs to have an RFP Possibly use Frog Tummy, Janice

Motion made by Sally to authorize Erin Edmonds to draft an RFP to hire a company to create a new website. Stephanie Second, All voted in favor of approving.

Motion to add Justina to the board made by Sally, Second Stephanie, all voted in favor

Move to go into closed session, roll call into executive session, Erin, sally, Stephanie, Michelle, Kevin, Justina

Motion made by Sally to allow Gil to move forward with the actions that were discussed in closed session, Second by Erin. Vote taken by board, all in favor

Closed the meeting at 9:46