



WINTER SPORTS SCHOOL

WINTER SPORTS SCHOOL IN PARK CITY BOARD OF TRUSTEES MEETING Minutes

COMMITTEE: BOARD OF TRUSTEES

MEETING DATE: June 12, 2019, 5:09 pm, Winter Sports School Conference Room

ATTENDANCE: Trustees Present: Bud Canaday (via phone), Mary Carlson, Emily Cooke (via phone), Geoff Crockett, Bryon Friedman (via phone), Tim Gaylord, Kristin Haaijer, Whalen Louis, Abi Wright Grissom. **Trustees Absent:** Phil Blake. **Non Trustees Present:** Tess Miner-Farra (WSS HOS), Megan Altman (WSS Office Manager), Erin Bragg, and Casey Holmes (Red Apple Financial).

- I. Welcome and Introductions
- II. **Potential Motion:** Approval of the Minutes from the April 10, 2019 Board of Trustees Meeting. Minutes were approved. Motion Abi/2nd Whalen, passed unanimously.
- III. Financial Update: Bud Canaday and Casey Holmes (from Red Apple), the school is in great financial shape. Reviewed the Capital Fund Detail, Balance Sheet, as well as line items.

- IV. **Potential Motion:** Approval of Final FY 20 Budget: Budget was approved. Motion Bud/2nd Abi, passed unanimously.
- V. Head of School Report: Tess Miner Farra and Megan Altman reviewed enrollment and that we were not full in the 9th grade. We have 5 openings in the 9th grade, and we are advertising the openings. One out of state applicant for the 12th grade was denied admission. There was discussion on possible reasons for the changes in enrollment and that changes at PCSD and the PCSS may help to increase our enrollment in the future. It was noted that we need to continue to advertise, possibly in Ski Magazine. Tess also noted that professional development was going well with the help of Derek Bunting, who was recently hired as an English teacher and Director of Curriculum Development. She also reviewed the new Elite Athlete Flex Program that will be implemented this year.
- VI. **Potential Motion:** To approve the TSSA, Teacher and Student Success Account Framework and Measures. The TSSA plan was approved. Motion Abi/2nd Whalen. Passed unanimously.
- VII. **Potential Motion:** To approve the Policies for Gang Prevention and Corporal Punishment. Tess outlined the policies and need for having them, and they were approved. Motion Mary/2nd Geoff. Passed unanimously.
- VIII. Development Director Update: Erin reported that the WSS is advertising on Facebook, the YSA newsletter and the Park Record. She is working on getting coverage in Ski Magazine and other out of state ski program newsletters. She met with Woodward about collaboration and is working on connecting with alumni through the E-Tapestry platform The WSS has a new Donor Platform, as well. She is looking to the BOT to give direction on the Capital Campaign. Also ,Maddy Sheer from the PCCF is willing to conduct future board training for the WSS BOT.

- IX. Board Chair Update: Tim updated the board on a toy gun incident that happened with WSS students. The situation is being handled professionally, and Tess noted that there will be a school wide assembly (2 session) on June 14th to address legal issues teenagers may face. Tim noted that John Kanarowski resigned from the PCSS and also the WSS board (BOT). The WSS BOT will keep a trustee spot open for the new head of the PCSS. Tim also reminded the BOT that there needs to be 3 board trainings per year. Casey noted that Red Apple can provide training on school finances, as well as, strategic planning.
- X. Phase 3 Planning Update: Tim reported that Archiplex is waiting on our decision on how to proceed with the building expansion. The estimates we have gotten range from \$190.52/sq. ft. (Stout) to \$265/Sq. Ft. (Archiplex). We need more clarification from Red Apple on their growth/expansion models. A schedule was decided on for the Building and Expansion/Development Committee to meet. While the official committee membership was not decided, the following trustees would like to be involved in the capital campaign: Geoff, Abi, Whalen, Kristin, Tim. Also, Erin and Tess will be heavily involved, as well. The meeting dates are June 25th at 4 pm at the WSS, July 10th at 11 am at Vessel, and July 23rd at 11 am at Vessel. Erin is compiling a list of potential donors, and all trustees are encouraged to submit names for potential donors, as well as, names of candidates for chairing the Capital Campaign. It was agreed that the BOT needs training on how to ask for donations.
- XI. Public Comment: There was none.
- XII. **Potential Motion**: Close Session to discuss the character, professional competence, or physical or mental health of an individual. There was no closed session.

XIII. **Motion to Adjourn:** Abi/Mary 2nd. Passed unanimously.