



Pioneer High School for the Performing Arts

Director's Report
Wednesday, October 18th, 2017

Discussion Summary

- Enrollment Update
- Marketing - Website
- Marketing
- Fire Watch
- Policies & Procedures
- Student Data Privacy
- School Community Council
- New York Trip

Enrollment – Returning & New

Grades	9	10	11	12	Total
Registered	29	30	24	33	116

Dance	42
Music	39
Theatre	31
Academics	03

Male	36
Female	80

Two new students registered to start Term 2 (two 11th graders).



Withdrawn Students

Exit Code	Description	Grade	Exit Date	SSID	Gender	Race
GE	GE-GED	12	8/28/2017	1012804	M	WH
		Students with Exit Code GE	1			
TH	TH-Transfer to Home Schooling	10	9/30/2017	1890603	F	WH
		10	9/4/2017	1671626	M	WH
		12	9/30/2017	2040684	F	WH
		12	9/4/2017	1286561	M	WH
		Students with Exit Code TH	4			
TO	TO-Transfer out of State	9	10/16/2017	1691056	F	WH
		12	9/30/2017	1968255	F	WH
		12	10/16/2017	1599016	M	WH
		12	9/30/2017	1572078	M	WH
		Students with Exit Code TO	4			
TP	TP-Transfer to private school	11	9/30/2017	1979820	F	WH
		12	9/30/2017	2131029	F	WH
		Students with Exit Code TP	2			
TS	TS-Transfer within State	9	8/31/2017	1745742	F	WH
		9	9/4/2017	1788404	F	WH
		10	8/25/2017	2445790	F	WH
		10	8/31/2017	1639917	F	WH
		10	9/4/2017	1641608	F	WH
		11	8/29/2017	1571207	F	WH
		11	9/30/2017	1918522	F	WH
		11	9/19/2017	1569514	F	WH
		11	8/31/2017	2210021	M	WH
		12	8/28/2017	1534368	M	WH
		12	8/31/2017	1230907	M	WH
		12	9/4/2017	2212271	M	WH
		12	9/14/2017	1272478	M	WH
		12	9/25/2017	1599016	M	WH
		12	8/31/2017	2378084	M	WH
		Students with Exit Code TS	15			

Students Total 26

WITHDRAWN



FY2019 Enrollment Forecast



FY2018				
30	29	26	35	120
25.00%	24.17%	21.67%	29.17%	100.00%
FY2019				
40	40	38	32	150
45	45	40	30	160
28.13%	28.13%	25.00%	18.75%	100.00%

Board approved 150 students based on marketing plan being finalized by 03/01/2017

These numbers have reportedly been modified by State Charter Office/USBE, but we have not been informed of new numbers.

Marketing

➤ Website

- Finalizing & ready to be populated
- Michelle & I had training earlier today
- Will require some time to transfer data over from old website & to create to sites for all four academies
 - Janice working on having much of the data from old website be transitioned over, via coding



CUSTOMER
ANALYSIS
ADVERTISING
MARKET
SALES
PROMOTION
PRICE
INTERNET
TARGET

Fire Watch

- Hourly watch during hours students are in school
 - ▶ Must check every room/closet/cubby space
- Can be completed in 12 – 15 minutes
- Conor given permission for PHS to engage a fire protection service to test COPA fire panel for Class A certification





Fire Watch Log

Business: Pioneer High School
Address: 555 E Main, American Fork

Date	Name	Time	Comments	Signature
10/13	Sarah Nielsen	12:00pm	ok	Sarah Nielsen
10/13	Emily M.	1:00 pm	OKAY	Emily M.
10/13	Emily	2:00pm	OKAY	Emily M.
10/16	Sarah Nielsen	8:00am	ok	Sarah Nielsen
10/16	Sarah Nielsen	9:00am	ok	Sarah Nielsen
"	G LARVIE	10:05A	OK	Larvie
"	G LARVIE	11:10A	OK	Larvie
"	G LARVIE	12:05A	OK	Larvie
"	G LARVIE	1:00P	OK	Larvie
"	Michelle Castillo	2:00 pm	ok	M Castillo
10/17	Sarah Nielsen	8:00am	ok	Sarah Nielsen
10/17	Sarah Nielsen	9:00am	ok	Sarah Nielsen
10/17	Michelle Castillo	10:00	ok	Michelle Castillo
10/17	Sarah Nielsen	11:00	ok	Sarah Nielsen
"	BIL LARVIE	12:00P	OK	Larvie
10/17	Michelle Castillo	1:05 pm	OK	Michelle Castillo



Utah County Health Inspection

- **Primary focus:**

- Restrooms
- Dance Studios

- **Areas of Deficiency**

- Restroom doors in COPA must have self-closing mechanisms on them (required by code for schools)
 - Six restrooms will need to be retro fitted



Policies & Procedures

Policy
&
Procedure



➤ Critical Policies

- Student Data Privacy Policy **10/01/2017 Deadline**
- Fee Waiver Policy **10/31/2017 Deadline**
 - ▶ With Michelle's signature, ready for submission
- Employee Notice of Liability Coverage (Art X Sec 3, 53A-1a-512)
- Children's Internet Protection Act, Form 479
 - ▶ 1-year Certification already signed and submitted
 - ▶ School assembly on October 26th

Student Data Protection



- **Review & Approve Policy**
 - Designate an LEA student data manager to be the point person
 - Publicly post an LEA Data Governance Plan
 - Approve an LEA IT Systems Security Plan
 - Enter all disclosure of student personally identifiable information (PII) in the [Metadata Dictionary](#)
 - Annual Data Privacy training for all school employees who have access to student educational records.

School Community Council

- Next meeting is November 6th
- Training on November 9th



Professional Development

- Monday, October 23rd
- Planned in conjunction with Education Direction



School Year: 2017 - 2018

Imminence Letters of Authorization

LEA Name: Pioneer High School 9H

CACTUS #	LAST NAME	FIRST NAME	REQUEST DATE	ASSIGNMENT	Background
684468	Kitterman	Brandon	10/03/2017	Beginning Core Band Elements of Music Music Theory 2	Pending
711525	Porter	Mason	10/03/2017	Introduction to Music Technology Live Sound	Passed
669414	Pyfer	Nate	10/03/2017	Introduction to Music Technology Advanced Songwriting & Production Introduction to Music Production	Pending
712341	Anderson	Aaron	10/03/2017	Advanced Core Elements of Music Music Theory 1	Pending
687207	Reeder	Kurt	10/03/2017	Music Improvisation Contemporary Music History 2 Music Theory 3	Alpine SD
711544	Wadsworth	Georgia	10/03/2017	Vocal Coach	Pending
712230	Tarawhiti	Kotahi	10/03/2017	Hip Hop	Pending
712440	Domingues	Wilson	10/03/2017	Ballet	Passed
539496	Bourne	Jennifer	10/03/2017	Ballet	Pending
711922	Carpenter	Tiffany	10/03/2017	Jazz	Passed
712309	Adelsberger	Megan	10/03/2017	Tap, Jazz 3 & Company	Passed
712244	Treu	Kayci	10/03/2017	Ballroom	Passed

New York Trip?

- Time of year?
- Historical cost to students?
- Length of trip?
- Advance planning required?
 - ▶ Gabe Spencer has a friend who plans New York trip for high school students
 - ▶ Planned for Spring Break



Thank you for your
support & the
Opportunity to Grow
thru Challenges!

