

TINTIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES – AUGUST 2020 MEETING

Date: August 17, 2020
Time: 4:00 p.m.
Location: Tintic School District Offices
Eureka, Utah

The meeting of the Tintic Board of Education was called to order by President Boswell at 4:00 p.m. President Boswell instructed the Business Administrator to call the roll which indicated the following Board members were in attendance:

<u>Members Present:</u>	Janice Boswell	President
	Ted Haynes	Vice President
	Helen Wall	Member
	Heather Young	Member
	Jeana Rowley	Member
	Greg Thornock	Superintendent
	Jeremy Snell	Business Administrator

Work Session

Master Boards Training

Superintendent Thornock discussed Master Boards training with Board members and presented a pamphlet with helpful information pertaining to the training requirements. Board members discussed continuing to work alone due to each member working on a different level and completing their level by December 1, 2020. Member Rowley asked if Board members are allowed to attend Community Council meetings during Covid-19 regulations. Superintendent Thornock stated they are allowed and Member Wall suggested attending these meeting can count as part of their Master Boards training. Superintendent Thornock stated that the latest executive order states that if a person is on school property, they must wear a mask.

Data Gateway Training

Mrs. Crystal Leuk, District Guidance Counselor, presented an instructional video for Board members to use to be able to navigate the District website to obtain Data Gateway information. Member Rowley asked how often the data is updated. Mrs. Leuk explained the data is normally updated yearly after schools complete their testing. Mrs. Leuk stated the data currently showing is not current due to no school testing at the end of the 2019-2020 school year because of Covid-19 causing schools to move to online instruction.

District Employee Tuition Requirements

Mr. Snell, Business Administrator, reported gathering information from other school districts on their procedures for reimbursing employees for tuition. Mr. Snell stated most districts reported

having a practice rather than a policy in place and some districts don't reimburse tuition at all. Mr. Snell stated it would be for the Board to decide what type of rules, if any, to put in place. Member Young asked if the practice would need to be an actual policy to be able to enforce it. Mr. Snell stated it would need to be a policy to be legally binding. Superintendent Thornock explained how teachers with endorsements are more highly qualified than teachers with degrees because they can teach more subjects. Superintendent Thornock stated that the cost of endorsements can range from free to approximately \$4000 versus \$20,000 and up for a degree. Board members discussed funding options for tuition reimbursement and how to determine who is reimbursed and to what dollar amount. Mr. Snell explained that employees who earn a degree are compensated with a pay increase through salary lane changes. Board members decided Superintendent Thornock and Mr. Snell would prepare a plan and document with a set amount for reimbursement of degrees and an employment time commitment requirement and present it at the next Board meeting.

Review Policy EDEA – Special Education Policies & Procedures

Mrs. Jennica Beckstrom presented and explained Policy EDEA – Special Education Policies and Procedures and that the policy needs to be updated because the procedure of assessing for learning disabilities has changed. Board members discussed the policy with Mrs. Beckstrom. Mrs. Beckstrom reported the number of students in each school in the Special Education program and that she visits the West Desert Schools monthly. Mrs. Beckstrom reported the updated policy will be on the District website.

Superintendent Discussion Items

Moved to Superintendent Report.

Consent Agenda Review

Personnel Report

Minutes: July Meeting Minutes

Warrants: July #00007047 to #00007099

President Boswell asked how many applicants there were for the Boys Basketball Coach position. Superintendent Thornock stated there was one and the position closes August 17, 2020.

There were no questions regarding the minutes.

Mr. Jeremy Snell, Business Administrator, discussed various warrants from the July check register.

Mr. Snell reported a map of the new elementary parking lot has been distributed to parents to aid them in dropping of their students on the first day of school and that traffic signs are forthcoming. President Boswell asked about the drainage and if there could be a buildup of ice in certain areas during the winter. Mr. Snell stated the parking lot drainage is built how it was engineered and all drainage is directed to drop boxes, but that only experiencing a winter will present areas where ice might accumulate. Mr. Snell reported the structure for the bus garage is completed and will be delivered and installed soon. Mr. Snell stated the contractor estimated installation would take approximately one week.

Member Rowley asked when the financial audit will begin. Mr. Snell stated the audit will begin August 24, 2020. Member Rowley asked about selecting a different auditor. Mr. Snell stated there is only two companies in Utah who audit school districts and they are Gilbert and Stewart, who the District currently uses, and Squire and Company. Mr. Snell stated if the Board would like to issue a Request for Proposal to auditing companies, it would need to be done in January.

Regular Meeting

Call to Order and Recognition of Guests

President Boswell called the meeting to order at 4:00 p.m.

1. Pledge of Allegiance

Member Haynes led those in attendance in the Pledge of Allegiance.

2. Citizen Comments

There were no citizen comments.

3. Reports

Principal Karen Kramer, THS and WDHS – Mrs. Kramer presented a copy of a letter sent to all high school students to outline the safety protocols for students returning to school. Mrs. Kramer explained other procedures students will follow throughout the day for class and lunch time. Mrs. Kramer stated the 7 Mindsets program will be continued this school year. President Boswell thanked Mrs. Kramer for her report.

Traci Snell, Food Service Director - Mrs. Snell presented the lunch room procedures for the six different serving times for the students at Eureka Elementary School and Tintic High School. President Boswell thanked Mrs. Snell for her presentation.

Principal Brian Ward, EES and WDES – Mr. Ward presented a list of procedures in place in the elementary schools to provide safety for students and staff. President Boswell thanked Mr. Ward for his presentation and wished all the schools a great school year.

Ms. Sarah Swalberg, Athletic Director, was not able to be present to give a report.

Mrs. Kramer presented two new staff members at Tintic High School, Mrs. Traci Warnick as the Social Studies and Agriculture teacher, and Mr. Campanella as the Music teacher, and then Ms. Austin Hackney as the new Volleyball Coach. Mrs. Warnick, Mr. Campanella, and Ms. Austin then addressed the Board to introduce themselves and answer any questions. President Boswell thanked the new staff members and wished them a good school year.

4. Communications from Board Members

Member Young explained that creating a document with information on hiring a superintendent or business administrator is more involved than realized and will send it to Board members through email when it is completed. President Boswell and Member Wall explained that the document could not be law or binding in any way to future Board members. Member Young stated this is why the current Board will be reviewing the document when it is finished. Member Rowley stated the document would not be absolute and could be a suggestion in a hand book. President Boswell asked if there is a current hand book. Mr. Snell stated there is not. Member Young stated there is a Utah School Board Association handbook and Member Rowley presented sample handbooks from other districts with examples of explanations of jobs, ethics, code of conduct, new member orientation, etc. Member Rowley stated there needs to be something like a hand book for Board members to use as a guideline. Member Wall suggested to find out regarding that if there is something in writing that it isn't legally binding.

Member Wall thanked all staff for their efforts in creating and carrying out plans to keep students safe during the school year.

President Boswell also thanked everyone for the hard work on safety plans.

Member Haynes thanked Superintendent Thornock for his contributions to support the Tintic Silver Jubilee, car show, and drive-in movie sponsored by Eureka City.

Member Young asked how Board members were going to proceed with school visits during Covid regulations. President Boswell stated she would create a schedule for quarterly visits. Principal Ward stated that only one or two Board members could come at a time and would need to schedule a visit in advance. President Boswell stated she would coordinate with school principals and let them decide when to have Board member visits. Member Wall asked if schools are taking the temperature of those who enter the building. Principal Ward stated that Eureka Elementary is.

5. Action Items

Consent Agenda

Member Young offered a motion to approve the Consent Agenda as presented. Member Wall seconded the motion. Motion carried with all members voting unanimously.

Policy EDEA - Special Education Policies & Procedures – First Reading

Member Rowley offered a motion to approve the first reading of Policy EDEA – Special Education Policies & Procedures as presented. Member Young seconded the motion. Motion carried with all members voting unanimously.

6. Superintendent Report

Superintendent Thornock reviewed the Enrollment Report with Board members. Member Rowley asked if there are any students enrolled in Tintic online school. Superintendent Thornock stated there are students doing the Tintic online school and some that are doing home school through a different program. Principal Ward stated he has six students doing online school. Sonja Laird stated Tintic High School has zero students doing online school. Principal Ward stated that he has

had communications with parents who are concerned about the new mask mandate that might enroll their students online instead of on campus.

Superintendent Thornock distributed a copy of the latest Executive Order to provide information to Board members in case they are asked about it.

Superintendent Thornock led a discussion regarding the Callao School building due to a possible offer to buy or lease the building. Mr. Snell stated that past Board members have not wanted to sell the building or property because they did not want to lose the water rights. Mr. Snell stated it would take a considerable amount of money to make the school usable. Mr. Snell advised the Board it is their decision to say they are not interested in a sell/lease or to have the person submit a proposal to the Board to address. Superintendent Thornock suggested they assess the building. Member Haynes agreed. Mr. Snell stated that if the District intends to keep the property, efforts need to be made to secure it and keep it maintained. Member Young asked if anyone has been using the building. Mr. Snell stated it is not being used and hasn't been for several years. Member Rowley asked if the property was large enough to split and sell part. Mr. Snell and Member Haynes stated it is not. Superintendent Thornock stated someone will go out and take pictures, assess the property, and report back before making a decision. Member Haynes suggested to hire someone who lives close by to perform maintenance on the property. President Boswell stated the District may need the property in the future. Member Haynes stated it would be too hard to replace if the need arose.

Superintendent Thornock reported on the activities in each building for Opening Institute and that the staff was appreciative to have time after the activities to prepare for students and the school year.

Superintendent Thornock stated that Mr. Brian Underwood, Maintenance Director, is researching air conditioning options for Tintic High School.

Member Haynes suggested the District research special germ killing lights that can be placed in furnaces. Superintendent Thornock stated he would look into it.

Superintendent Thornock stated he is pleased with the Eureka Elementary School parking lot and thanked Mr. Snell for heading the project and making it happen with great attention to detail. President Boswell thanked Mr. Snell as well. Mr. Snell stated that Mr. Underwood did a lot of work also.

Superintendent Thornock stated the District is almost complete with the implementation of the new student information system, Infinite Campus. Superintendent Thornock thanked Mr. Mark Allen, Technology Director and Mrs. Becky Jones, Programs Director, for their efforts in this, as well as the school secretaries and teachers.

Superintendent Thornock reported on the Tintic Silver Jubilee activities and thanked Eureka City and the many volunteers involved with the jubilee. Superintendent Thornock thanked the Board members for granting permission for use of the Tintic High School parking lot for these activities. Superintendent Thornock thanked Mr. Underwood and Mr. LaCario for installing the movie screen

and Mr. Allen for helping with the technical issues of projecting the movie. Superintendent Thornock reported that Mr. Campanella and the Tintic High School Band, as well as the cheer leaders, did a great job in the parade.

Mr. Thornock stated that at this time there is no student Board member due to not having elections at the end of last school year because of students being in online school due to Covid-19. Superintendent Thornock stated Principal Kramer is working on a plan for an election and he will report back when he has more information.

7. Executive Session

Motion to adjourn to Closed Executive Session to review and discuss the character and professional competence of individuals, as provided for in Utah Code § 52-4-205(1)(a) was offered by Member Rowley, seconded by Member Haynes, with the voting as follows:

Member Rowley Aye
Member Boswell Aye
Member Wall Aye
Member Young Aye
Member Haynes Aye

Motion to return the meeting to a Regular Session was offered by Member Young, seconded by Member Rowley, with the voting as follows:

Member Rowley Aye
Member Boswell Aye
Member Wall Aye
Member Young Aye
Member Haynes Aye

8. Adjournment

Member Haynes offered a motion to adjourn. Member Rowley seconded the motion. Motion carried with all members voting unanimously.

The meeting adjourned at 5:30 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on September 21, 2020 at 4:00 p.m. at the Tintic School District Office, 545 E. Main Street, Eureka, Utah 84628.

Minutes submitted by:

Jeremy Snell
Business Administrator