

TINTIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES – JULY 2020 MEETING

Date: July 21, 2020
Time: 2:00 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 2:00 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

Covid-19 Action Plan

Superintendent Thornock presented the Tintic School District Covid-19 plan required by the state. Superintendent Thornock explained the process in creating the plan to include best practices for the District schools and that the plan is fluid. Superintendent Thornock stated the Governor has refined the mask mandate that if students can be six feet apart, then no mask is required. Superintendent Thornock stated the administrators will be completing a plan for social distancing in the lunch room and will keep the Board apprised of situations in the school buildings. Member Wall asked how the students will enter/exit the buildings. Superintendent Thornock stated the students will enter normally if wearing a mask and that the administrators are exploring options of staggering hall time, but that if students are wearing masks while in the halls, they meet the state standard. President Boswell asked regarding a social distancing plan while students are on buses. Superintendent Thornock stated masks will be mandatory while on the bus as well as assigned seating. Superintendent Thornock stated that UHSAA has changed their rules stating that parents can no longer drive their student to or from a sporting event, that the student must ride the bus, even during the green phase of Covid-19 restrictions. Member Rowley asked regarding the process of determining high risk students or staff. Superintendent Thornock stated they will be considered on a case by case scenario and IEP teams will consult when needed. Member Young asked regarding on campus and virtual classes. Superintendent Thornock explained that it is a State requirement to provide both options and that teachers will be working in both modalities to accommodate all students. Superintendent Thornock stated that the Edgenuity program could be an option for K-8 grades. Superintendent Thornock stated that if a student refuses to wear a face

mask, they will be asked to do virtual school from home. President Boswell asked when school registration is. Superintendent Thornock explained registration is August 4, 2020 and students can sign up for online classes at that time. Member Young asked how much extra work the blended learning will put on the teachers. Superintendent Thornock stated this year could be more difficult for the teachers, requiring more prep time and adding more to their work load, but that there are techniques the teachers can use to create lesson plans that will decrease the difficulty of blended teaching. President Boswell asked if custodial plans are in place. Superintendent Thornock stated that principals, together with the custodians, will create cleaning plans for their buildings and that the District will be posting a custodial position to help with extra cleaning procedures. President Boswell asked if the position would be another bus driver and custodian combination. Superintendent Thornock stated it would not and that there currently is a candidate in training for the open bus driver position. Mr. Jeremy Snell, Business Administrator, stated that the bus driver applicant has to complete and pass the training before they are officially hired, and that at time of certification, they receive a \$1000 stipend and a bus route. Mr. Snell stated that the custodial position will be a 29 hour per week position to assist current custodians with extra Covid-19 regulation cleaning. Mr. Snell reported the State is providing funds to help with Covid-19 practices and that these funds could help pay a new custodial position wages. President Boswell asked if the state is helping provide extra supplies for safety and sanitation, and if there will be hand sanitizing stations. Mr. Snell stated sanitizing stations have been ordered but are on back order. Superintendent Thornock stated that CUES and Risk Management are providing masks, thermometers, and sanitizing stations as well, and that an additional carpet cleaner and sanitizing foggers have also been ordered. Member Young asked for clarification of some of the wording in the Tintic Covid-19 plan regarding wearing of masks in school and on the bus. Superintendent Thornock stated he would re-word the plan for clarification. President Boswell asked if the Tintic Covid-19 plan will be distributed to parents. Superintendent Thornock stated that the District will be communicating as much as possible with parents and also providing copies of government mandates to help parents understand the laws regarding Covid-19 requirements. Superintendent Thornock stated that the mandates are very fluid and that he would keep the Board members apprised of the constant changes. President Boswell inquired when the school start date is. Superintendent Thornock stated school begins August 19, 2020. Member Rowley asked how the District plans to communicate the constant changes in Covid-19 mandates and procedures to parents. Superintendent Thornock stated the District and schools will utilize the Blackboard system to send emails, texts, social media, and phone messages when changes occur, and that these messages will be send to the Board members also. Superintendent Thornock distributed copies of the UHSAA mandates and a FAQ sheet to Board members. Superintendent Thornock stated that students will be provided face shields to wear instead of face masks, but that students can wear a mask if preferred. Staff will wear shields so that students can see the teachers talking. President Boswell asked if the shields will be re-used. Superintendent Thornock stated they will be disinfected and re-used and each student will use the same one so there is no sharing. President Boswell asked regarding the readiness of the lunch room. Superintendent Thornock stated a meeting is scheduled for the following week to create the lunch room plan. Mr. Snell stated that the menu will be the same as before, not prepackaged foods, and that the procedure is what will change to accommodate the state mandates of students being six feet apart. Mr. Snell stated there will be training for the staff and students on the new process. Member Rowley asked regarding registration and the process to social distance and provide information. Superintendent Thornock stated the schools will prepare a plan to have principals and staff to assist with registration, answer

questions, and help keep people spaced out. Superintendent Thornock stated Opening Institute will be very different this year and kept to each building. Superintendent Thornock stated the planning is still in the process.

Tintic Silver Jubilee Parade Participation

Superintendent Thornock led Board members in a discussion regarding participation in the Tintic Silver Jubilee parade on August 15, 2020. Board members decided to drive the white bus in the parade and ride in or walk beside it, and to not throw any prizes. Superintendent Thornock stated he would proceed with completing and turning in the paperwork to participate in the parade. Superintendent Thornock stated there will be a car show in conjunction with the Tintic Silver Jubilee and the car show group has turned in a facilities use permit request to use the Tintic High School parking lot for the car show and a drive in movie. The group will be providing porta potties and will not need access to buildings. Superintendent Thornock stated allowing this would be good public relations for the District. President Boswell stated the importance of having a good relationship with Eureka City and allowing these types of activities on school property helps create a stronger community. Mr. Snell asked if there is a plan if there is a request for a class reunion. Superintendent Thornock stated that the District could accommodate one in the District building, using the commons room and gymnasium to provide enough room to social distance and keep any contamination out of the school.

Superintendent Thornock stated he attended a Eureka City meeting to represent the District and to thank the city for their support of the 2020 Tintic High School graduation. Board members asked for a copy of the monthly city council meeting schedule. Superintendent Thornock stated his office will provide it.

Early Literacy Plan

Board members discussed the Eureka Elementary School Early Literacy Plan with Mr. Brian Ward, Eureka Elementary School Principal. Mr. Ward stated this is the document for the plan he presented at a Board meeting a few months ago where he got pre-approval and that he is submitting it for review to allow time for any changes before the state submission deadline.

Policy DAB – Employment Personnel Credentials and Licensure

Board members discussed Policy DAB - Employment Personnel Credentials and Licensure. Superintendent Thornock explained that this policy provides the option to hire an individual without a teaching license and have them obtain licensure at a later date. Superintendent Thornock stated there is a current opening for a CTE teacher and Boys Basketball Coach, and that the Volleyball Coach position has been filled. Member Rowley asked if there was mentoring or training available to staff with less experience. Superintendent Thornock stated this is an area the District could improve in. Superintendent Thornock stated the LEA has the authority to endorse teachers, giving the District more leeway to hire staff that is needed. Member Wall asked regarding hiring teachers that aren't certified and if they are working to become certified. Superintendent Thornock stated that this has happened and those teachers are utilizing several programs to become certified and following the State program. Member Rowley asked if the new basketball coach has to follow the previously determined fee schedule or create a new one. Superintendent Thornock stated the new coach would need to use the already approved fee schedule. President Boswell asked if the District will be sending the fee schedule to students prior to registration.

Superintendent Thornock stated it would through the mail with a reminder through the Blackboard communication system.

Member Rowley asked regarding the costume cost for the Eureka Elementary School Operetta. Mr. Snell stated that the Board previously discussed donating to the Parent Teacher Organization \$20 per student or \$2000 in lieu of costumes because it is illegal to charge fees to elementary students.

Other Business

Member Rowley stated she would like a goal or something to work on together to strengthen the Board. Member Rowley asked for a review from Mrs. Leuk, District Guidance Counselor, on the District performance data and a video to refer to. Member Rowley asked to further discuss Policy FF1 - Non-enrolled Students in Extracurricular Activities. President Boswell asked Superintendent Thornock regarding the school performance data and the school grade. Superintendent Thornock explained the steps taken to improve the school grade and performance data and the resulting success. Member Rowley stated she would like to set goals as a Board, for the Superintendent, the students, and follow up on Trust Land Plan goals.

Member Wall led a discussion regarding USBA Power-up Master Boards training and certification. Member Wall suggested this training could be used for the Board goal to help Board members know their job and be reminded of the rules. Member Rowley suggested this be a work session item on the agenda and asked if Board members wanted to work together on the training or everyone work on their own. It was decided to work on it separately and to have the Master Boards training completed by December 1st. Superintendent Thornock asked if this is training he needs to complete. Mr. Snell stated it is.

Member Young led a discussion regarding putting together a document of suggestions or guidelines for the process of hiring a Superintendent or Business Administrator. It was decided Member Young would draft a document for the Board to review at the next work session.

Member Haynes led a discussion regarding District Letters of Intent and requiring the Superintendent and Business Administrator to sign one yearly. President Boswell stated the Board will now require the Superintendent and Business Administrator to sign yearly Letters of Intent.

Member Haynes led a discussion asking to create a policy or agreement to require those employees in which the District pays tuition for, to commit to remaining employed within the District for a specified amount of time. President Boswell asked Mr. Snell to research other Districts and their requirements for education commitments and report back.

President Boswell asked the status of the Eureka Elementary School parking lot. Mr. Snell reported the bus garage floor is being poured now and the contractor that will pour the sidewalk and the retaining wall is running behind. Member Young asked if the cement bid was more or less than anticipated. Mr. Snell stated one bid was \$62,000 and another was \$31,500. There was additional work needed by Staker Parsons to dig footings. Mr. Snell stated the next step will be the sidewalk and the drop off/pick up lane. President Boswell asked regarding the lane along the

homes bordering the parking lot. Mr. Snell stated the design included a twenty foot easement, but it is measuring closer to 21.5 feet wide. Mr. Snell stated the District will provide an easement to the home owners. Member Wall asked regarding lighting in the parking lot. Mr. Snell stated there will be four light poles in the parking lot and exterior lighting all the way around the bus garage. Mr. Snell stated the contractor has stated the parking lot will be done before the start of school.

1. Consent Agenda

Personnel Report

Minutes: June Meeting Minutes

Warrants: May #00006995 to #00007046

Mr. Jeremy Snell, Business Administrator, discussed various warrants from the June check register. Member Haynes asked regarding the payment to Doyle's Diesel. Mr. Snell explained that it was for servicing District buses. Member Rowley asked regarding Academic Therapy Publications. Mr. Snell reported the charge was for phonics books for the Eureka Elementary School.

Regular Meeting

Call to Order and Recognition of Guests

President Boswell called the meeting to order at 2:00 p.m.

1. Pledge of Allegiance

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

2. Citizen Comments

Mrs. Laura Kirgan thanked the Board for their efforts with Covid-19 regulations and gave out samples of plastic face shields.

3. Action Items

Consent Agenda

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

President Boswell asked to have the new music teacher present himself to the Board at the August meeting and for Superintendent Thornock to schedule a virtual meeting with the two new teachers at the West Desert Schools.

Covid-19 Action Plan

Member Wall offered a motion to approve the Covid-19 Action plan with discussed changes. Member Young seconded the motion. Motion carried with all members voting unanimously.

Tintic Silver Jubilee Facilities Use Permit Request

Mrs. Laura Kirgan presented information regarding the Tintic Silver Jubilee Facilities Use Permit Request, stating the car show would be from 11:00 a.m. to 2:00 p.m. and a drive-in movie in the parking lot starting at 8:30 p.m. Mrs. Kirgan stated Eureka City would provide insurance.

Member Wall offered a motion to approve the Tintic Silver Jubilee Facilities Use Permit Request as presented. Member Young seconded the motion. Motion carried with all members voting unanimously.

Early Literacy Plan

Member Rowley offered a motion to approve the Early Literacy Plan as presented. Member Wall seconded the motion. Motion carried with all members voting unanimously.

Policy DAB - Employment Personnel Credentials and Licensure

Member Rowley offered a motion to approve Policy DAB - Employment Personnel Credentials and Licensure as presented. Member Young seconded the motion. Motion carried with all members voting unanimously.

4. Adjournment

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

The meeting adjourned at 2:16 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on August 17, 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