

TINTIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES – MAY 2019 MEETING

Date: May 20, 2019
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
	Kodey Hughes	Superintendent
	Jeremy Snell	Business Administrator

Members Excused: Jeana Rowley, Member

Prior to the Board of Education meeting, the Members of the Board met in a Board Work Session from 2:00 p.m. to 4:00 p.m., in which the following items were reviewed and discussed:

1. Action Item Review

Superintendent Hughes presented District Policy ECA – Curriculum Required Instruction for discussion regarding clarification needed on graduation credits earned through participation in Physical Education classes and high school sports that align with Physical Education standards. This clarification will help students and parents know that 0.5 credits will not be earned for every sport participated in. Board Members agreed clarification is needed and approved of the rewording.

Superintendent Hughes led a discussion regarding the new Board Mission Statement and informed Board Members that he met with Member Rowley for her approval of the new statement, as she was heading the project. Superintendent Hughes reminded Board Members the new statement had been made ready at the last study session for approval and adoption at today's Board Meeting. There were no questions or comments regarding the new statement.

Superintendent Hughes presented a Facilities Use Request submitted by the Utah Elks Tintic 711 for use of the Tintic School District and High School parking lot and baseball field area for a fundraising event. The parking lot would be used to unload/load ATV's. The baseball field area would be used for registration, serving breakfast, and hosting a dinner and raffle after the ATV

ride. Board Members expressed concern regarding regulation of participants, damage to grass and asphalt, tobacco and alcohol use, and littering. It was determined that the Elks Lodge members have previously taken care of these issues and would be entrusted to do so for this event. It was determined that signs would be erected stating there would be no camping allowed on District property and that certain ingress/egress locations would be blocked in order to control traffic in the parking lot to minimize damage to the asphalt around drainage areas.

2. Consent Agenda Review

Personnel:	Mike McDonald	Letter of Resignation/Retirement
	Lily Wall	Summer Student Custodial Worker
	Bridger Eastwood	Summer Student Custodial Worker
	Brydie Curtis	Summer Student Custodial Worker
	Maicie Fuell	Summer Student Custodial Worker

Minutes: April 1, 2019 Study Session
April 17, 2019 Work Session/Meeting

Warrants: #00006030 to #00006075

Board members discussed the items included in the Consent Agenda.

Mr. Snell, Tintic School District Business Administrator, discussed various warrants from the April check register and the investment of emergency radios to be used to communicate with West Desert schools, buses, other District vehicles, and the schools and Sheriff's office during emergency situations. Mr. Snell discussed the purchase of fire proof filing cabinets to use in organizing and protecting records currently located in the old District Office building.

3. Board Training

Open Meeting Training

Superintendent Hughes led a discussion regarding the Board Member Handbook that needs to be reviewed and updated. It was stated this handbook is to be used as a guiding template for Board Members to perform their roles and be able to support principals, teachers, and students in the schools. Superintendent Hughes explained there have been many changes in the District since the last update to the handbook and many items need to be revised to compensate for these changes. The new Mission statement would be adopted later in this meeting, but the Vision statement could be left as is, changed, or removed. It was determined that changes to the new Board Member Orientation section would include all Board Members and the Superintendent to ensure that all members are in agreement, bring more ideas to the table, and keep all Members up-to-date regarding changes. It was suggested there could be yearly training for Board Members. Superintendent Hughes suggested the Board Members review and make considerations to policies, evaluate for understanding, validity, and prepare plans that might need budget considerations. The Board Members decided to start with reviewing the New Board Member Orientation section to make certain that each Board Member knows their duties, how to work together in those duties,

and to make sure that teachers and administrators know the Board's expectations, goals, and how they will be supported. Member Young suggested including the Mission and Vision section as a starting point. Superintendent Hughes will send an email to all Board Members as a reminder that these items will be discussed during the next study session.

Member Haynes asked if Valedictorian and Salutatorian had ever been announced at the Honor's Banquet. Superintendent Hughes and other Board Members discussed this would be a good place to announce Valedictorian and Salutatorian, but students who take Concurrent Enrollment classes would not have their grades from the college in time to determine eligibility before the Honor's Banquet.

Superintendent Hughes presented information regarding the Eureka Elementary School Parking Lot. It was reported that contractors were given a walk-through of the parking lot and buildings involved in the repaving project. After the walk-through, Mr. Snell wrote addendums to the bid proposal for issues that were found. Superintendent Hughes thanked Mr. Snell for his hard work and knowledge on this project. President Boswell expressed her thanks to Mr. Snell. Mr. Snell explained how the contractors were chosen and the certain criteria needed to be met. Mr. Snell stated that three bids were received and were all very close to each other. Mr. Snell mentioned that due to many challenges in the parking lot, the project could be broken up into phases to try and save money or phases could end up costing more because of inflation. President Boswell asked for an estimate of what the parking lot project would cost. Mr. Snell stated the highest bid was \$562,000 and that he thought that issues would arise during the project and could potentially cost \$600,000. President Boswell asked if the District budget is enough to cover the parking lot project. Mr. Snell reported that there is sufficient funds. Member Haynes expressed concern for the busses and District vehicles not having a garage to be parked in, especially during winter months, and the damage that would occur. Mr. Snell stated that funds would be available for the fiscal year 2020 for a bus and vehicle garage project. Member Haynes asked what a new garage would cost and asked if an estimated cost for a bus and vehicle garage could be added to the parking lot project budget. Superintendent Hughes expressed concern with spending all of the budget and not holding funds back for unplanned needs or repairs. Board Members asked for bids for a bus and vehicle garage to be built as soon as possible. Superintendent Hughes and Mr. Snell stated that obtaining bids takes time and information would be available for the June 2019 Board Meeting. It was discussed that the parking lot project could be put off a year in order to build more funding to be able to include vehicle garages. Member Young stated that the parking lot is too big of a safety issue to wait and Mr. Snell stated that the bid process has taken too much time to get to the current point to not move forward. The Board advised to move forward with the parking lot project and make the next priority a garage for busses and District vehicles.

2019 Board Calendar Revision

Superintendent Hughes suggested revising the 2019 Board Calendar and canceling the July study session and Board Meeting due to lack of initiatives and the busyness of the month. Board Members agreed with the calendar change suggestion.

2019-2020 General School Calendar Revision

Superintendent Hughes presented a revised 2019-2020 School Year Calendar and reported that by adding three minutes to the end of the high school schedule and five minutes at the beginning of the elementary school schedule, there would be two more days of instruction gained. This provides the opportunity to start school one day later than planned on the fourteenth of August instead of the thirteenth, and provide an extra day for teachers at the end of the school year to do year-end close out. Superintendent Hughes stated that state code allows the District to count parent-teacher conference time as instruction, which could allow for an additional day for Spring Break. Superintendent Hughes reported that the teacher's liked the idea of these changes, but also stated that this new schedule would change the timing of graduation and would need to be studied further. President Boswell asked if school would still dismiss for summer before Memorial Day. Superintendent Hughes stated that it would.

Board members adjourned the work session at 3:50 p.m.

Regular Session

1. Call to Order and Recognition of Guests

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

2. Pledge of Allegiance

President Boswell led those in attendance in the Pledge of Allegiance.

3. Roll Call

President Boswell instructed the Business Administrator to call the roll. Members not present were Jeana Rowley.

4. Reports

Student Board Member Taleigh Laird reported that Tintic High School held their Junior Prom, that it turned out well, and the Junior class worked hard to make it happen. Student Member Laird reported there were a lot of students who were able to attend the Honor's Banquet and it was great to see all the parents supporting the students. Student Member Laird reported on the Tintic High School talent show. It was an entertaining night and was surprising to see students perform that didn't usually participate. Student Member Laird reported Cheer tryouts were held with the new coach and there will be nine cheerleaders and one mascot for the next school year. Student Member Laird reported the Band Lagoon trip was enjoyed by all who attended and that the Band Concert and dinner sounded amazing. Student Member Laird reported on the tradition of "T" Night, where games and treats were enjoyed. A slide presentation was shown with pictures of Juniors lighting the "T" and a basketball tournament put on by Ms. Swalberg, Mrs. Rydalch, and Mr. Mason. Student Member Laird reported "T" day cleaning events took place in the high school and some students white washed the "T". Student Member Laird presented Teacher

Features for Mr. Allan, Superintendent Hughes, and Mr. Mason, sharing information about each teacher, their families, and their contributions to our District. Student Member Laird thanked the Board Members for allowing her to report on the high school activities and staff and informed them she will be the representative next year also. President Boswell thanked Student Member Laird for a job well done and communicated the Board is happy to have her continuing in the next school year.

5. Student/Schools Recognition

School Administrators

Tintic High School Principal, Mr. Greg Thornock presented Mr. Everitt, the Tintic High School woodshop teacher. Mr. Everitt reported on the success of the students and their wood projects. Mr. Everitt presented one of his woodshop students who brought a cabinet to show the Board Members what is being worked on and skills being gained to use in life. Mr. Everitt expressed he is very proud of his students and their accomplishments, and that those who finished their projects on time were able to have Snow College engrave images on their projects with a laser. President Boswell and other Board Members thanked the student for bringing in his project and expressed the beauty of the project. Principal Thornock stated that Mr. Everitt has made a lot of improvements in equipment to the shop and does a great job providing instruction.

Principal Thornock reported on the past school year and the challenges of having many new employees, new programs, new year end testing, and a new daily schedule. Principal Thornock reported that with all the new changes, the school was able to provide many more opportunities in college level classes and more subjects provided by the Edgenuity online program. Principal Thornock commended his staff for their hard work with these changes and breaking barriers between classified and certified staff and creating a family atmosphere among them. Principal Thornock reported there were more safety drills this year than in previous years combined which has worked out issues in protocol and made the school safer. Principal Thornock reported his remorse with the announcement of the retirement of Mr. Mike McDonald, that he would like to publicly thank him for his many years of teaching, and that he will be missed. President Boswell expressed her appreciation to the staff and Principal Thornock and their contribution to the success they have had this year.

Eureka Elementary School Principal, Mr. Brian Ward reported on the school year by sharing favorite memories or activities from his sixth grade students. Principal Ward expressed his thanks to the Eureka Elementary staff for their care of the students and stated he is lucky to work with them. Principal Ward thanked the Board and District Office for their support, and thanked the students. President Boswell thanked Principal Ward and asked him to pass on her thanks to his staff.

Mrs. Crystal Leuk – Tintic High School Golf Coach

Tintic High School Head Golf Coach, Mrs. Leuk reported that four members of the Tintic High School Golf Team qualified for the State Tournament. Three students reported that they had a lot of fun, enjoyed learning a new sport, and improved their game. The students thanked the Board for supporting the Golf Team.

Miss Sarah Swalberg – Tintic High School Track Coach

Tintic High School Head Trach Coach, Miss Swalberg reported that there are twenty three members of the track team and seventeen qualified for the State Track Meet. Several Track Team members reported their success stating that several school and personal records were broken and most of them placed at the State competition. The Tintic High School Track Team collectively took ninth place overall at State. The students thanked the Board for their support and the Board shook their hands and expressed they were proud of their accomplishments and their representation of our school.

Jacob Whitney shared that he built the Track Team a new Shot Put Pit for his Eagle Scout project, totaling 59 hours of donated time.

West Desert Principal, Mrs. Karen Kramer presented a video of West Desert students on a field trip to St. George where they enjoyed hikes and museums, which was sponsored by the PTO. Principal Kramer reported on West Desert activities throughout the year, and expressed appreciation for the staff and students. Member Young thanked Principal Kramer for her hard work, and the West Desert students and staff for a great year.

6. Citizen Comments

No Citizen comments were offered.

7. Communications from Board Members

President Boswell and the Board Members presented Student Board Member Taleigh Laird with a plaque to thank her for her year of service as the Student Board Member.

President Boswell read aloud a thank you card from Tintic High School teacher, Mrs. Paula Evans thanking the District and Board for the gift and lunch during Staff Appreciation Week. Superintendent Hughes stated he has received many verbal and emailed thank you messages from staff.

President Boswell expressed her appreciation and thanked administrators, teachers, and students for a wonderful year. President Boswell stated she knew that year end testing was a challenge and thanked everyone involved for their hard work and working through it.

Member Young thanked Eureka Elementary School and said she enjoyed visiting there, and Tintic High School for the lunch time spent with staff and getting to know them more. Member Young stated she appreciates all that was done this year and wished all a good summer.

Member Haynes thanked everyone for a great year and stated his appreciation for working with everyone throughout all the activities.

Member Wall expressed her thanks to all the staff for the time put in on behalf of students, thanked the administrators of all the schools for doing a great job, and thanked the aides and custodians, all helping the students excel and support each other throughout a great year.

8. Action Items

Consent Agenda Approval:

Personnel:	Mike McDonald	Letter of Resignation/Retirement
	Lily Wall	Summer Student Custodial Worker
	Bridger Eastwood	Summer Student Custodial Worker
	Brydie Curtis	Summer Student Custodial Worker
	Maicie Fuell	Summer Student Custodial Worker

Minutes: April 1, 2019 Study Session
April 17, 2019 Work Session/Meeting

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Member Haynes offered a motion to approve the Consent Agenda as presented. Member Wall seconded the motion. Motion carried with all members present voting in favor of the motion.

Policy Revision – ECA Curriculum Required Instruction

Member Wall offered a motion to suspend the three-reading rule and approve the policy revision of Policy ECA Curriculum Required Instruction as presented. Member Young seconded the motion. Motion carried with all members present voting in favor of the motion.

Board Mission Statement

Mission Statement:

Tintic School District is committed to excellence by empowering and challenging all students to achieve their potential as life-long learners in an ever-changing world.

Member Young offered a motion to approve the Board Mission Statement as presented. Member Haynes seconded the motion. Motion carried with all members present voting in favor of the motion.

Utah Elks Tintic 711 Facilities Use Request

Board Member Haynes offered a motion to approve the Utah Elks Tintic 711 Facilities Use Request as presented. Board Member Wall seconded the motion. Motion carried with all members present voting in favor of the motion.

2019 Board Calendar Revision

Revision:

Delete the July Study Session and Board Meeting from the 2019 Board Calendar

Member Young offered a motion to approve the 2019 Board Calendar Revision as presented. Member Wall seconded the motion. Motion carried with all members present voting in favor of the motion.

2019-2020 General School Calendar Revision

Revision:

Change the 2019-2020 Tintic High School schedule by adding three minutes at the end of each school day. Change the 2019-2020 Eureka Elementary School schedule by adding five minutes to the start of each school day. Change the 2019-2020 school year start date from August thirteenth to August fourteenth and add a day to Spring Break.

Member Wall offered a motion to approve the 2019-2020 General School Calendar Revision as presented. Member Young seconded the motion. Motion carried with all members present voting in favor of the motion.

9. Superintendent Report

Superintendent Hughes presented Board members the following items for consideration:

- June District/Board Calendar
- Enrollment Report
- Concurrent Enrollment Upgrades
- Summer Building Upgrades
- High School Graduations Schedule
- Negotiations Review
- July Board Meeting (Options and Dialog)
- Retirement Recognition (June Board Meeting)
- Staff Thank You Cards & End of Year Activity
- School Calendar Consideration

Superintendent Hughes reported that the Board Calendar for June will include a budget hearing and the information from the State for lunch prices for next school year.

Superintendent Hughes reported there weren't any changes in enrollment for the last 30 days.

Superintendent Hughes distributed a list of all Tintic School District graduates to the Board members.

Superintendent Hughes reported that this year Tintic High School was able to offer four different college classes for each class period, which was the maximum offering from Snow College.

Superintendent Hughes reported that upgrades planned for this summer include the Eureka Elementary School parking lot, fixing/installing doors and locks, rearranging the mezzanine, finding more storage areas throughout the buildings, reconstruction and painting of the stage, repairing water damage and painting doors at the elementary school, as well as installing stair railing. Doing grounds improvements at West Desert schools including moving and smoothing top soil, installing water lines, and laying sod.

Superintendent Hughes reported that vehicles and administration will be leaving at 2 p.m. on Thursday, May 23, to attend West Desert High School's Graduation Ceremony. Board Members should meet at 6:45 pm on Friday, May 24, for Tintic High School's Graduation Ceremony.

Superintendent Hughes reported there will be no study session or Board Meeting for July.

Superintendent Hughes reported there will be two retirement recognitions presented, one to Mr. Mike McDonald and one to Mrs. LouAnna Haynes, during the June Board Meeting.

Superintendent Hughes reported that the end of year summer activity for Board Members, employees, and family will be held May 28 from 1:00 – 4:00 p.m. at South County Lanes with bowling, laser tag, and pizza/drinks for everyone.

Superintendent Hughes stated he would continue working on solidifying a graduation date for the next school year.

Superintendent Hughes reported that in January, he and Member Wall attended a class offering programs for social and emotional issues and selected 7 Mindsets for the District to implement starting this next school year to help students become successful in all aspects of life. This program will take a lot of time to integrate, but all administrators feel it is important and should be part of a student's education. Superintendent Hughes reported that the 7 Mindsets program is grade level specific and comes with many tools for the teachers to use to teach it. Superintendent Hughes stated more information would be presented on this program in August.

Superintendent Hughes reported on Staff Appreciation week, stating it was successful and enjoyable to spend time in the different buildings having lunch with staff there. Superintendent Hughes expressed appreciation to the PTO for going above and beyond in supporting Tintic School District staff. Superintendent Hughes reported that each building's administrators presented gifts and lunches and personally thanked staff throughout the week. The teachers and staff appreciated the attention and recognition of their hard work.

Superintendent Hughes discussed with the Board Members a date for the June study session and decided on June 4, 2019 at 12:30 p.m. where they will review the Board Handbook, Policies, the 7 Mindset program, and the goals-mission-vision.

10. 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 Board Member Wall, seconded by Board Member Haynes with the voting as follows:

Member Young Aye
Member Haynes Aye
President Boswell Aye
Member Wall Aye

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

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

11. Adjournment

Member Haynes offered a motion to adjourn. Member Young seconded the motion. Motion carried with all Board members present voting in favor of the motion.

The meeting adjourned at 6:50 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on June 17, 2019, at 4:00 p.m. at the Tintic School District Office, 545 E. Main Street, Eureka, Utah.

Minutes submitted by:

Jeremy Snell
Business Administrator