

# TINTIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES – NOVEMBER 2020 MEETING

Date: November 16, 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

### **Superintendent Discussion Items**

Superintendent Thornock explained the tokens of appreciation that would be given throughout the week for Staff Appreciation Week and thanked the District office staff and the Parent Teacher Organization for their efforts in planning and presenting the items at all of the schools. Superintendent Thornock presented thank you cards sent by students at the West Desert schools thanking the Board for their visit and for bringing pizza for the October Board meeting.

Superintendent Thornock reported a new ‘buddy bench’ has been donated by the ELKS and installed at the elementary school. Superintendent Thornock explained that the buddy bench is where students can go and sit if they need help or a friend and other students go sit by them and comfort or help them. Superintendent Thornock stated he has seen students sit on it and students go and help students sitting on it. Superintendent Thornock encouraged Board members to go and see it.

Superintendent Thornock reported on the Veteran’s Day activities carried out by Eureka Elementary School and thanked all those involved for their efforts.

Superintendent Thornock reported on the success of the Halloween drive-in movie and dinner put by the Eureka City. Superintendent Thornock thanked Mr. Mark Allen, Technology Director, for his efforts to come in after hours and set up and run the movie.

Superintendent Thornock reported the CUES Legislative dinner meeting usually held at Juab School District will be a virtual meeting on Thursday, November 19, 2020 at 6:30 p.m. Superintendent Thornock stated the District office will send the link for the meeting to all Board member's email.

Superintendent Thornock explained his efforts to prepare for new board members in January and the information he has put together to train them. Superintendent Thornock stated that new chromebooks have been received and that training will be scheduled with Mr. Allen. Superintendent Thornock expressed his appreciation for the candidates who ran for Board member office and their respectfulness to each other during the election. President Boswell asked if the new Board members were registered for the New Member Workshop presented by USBA and how many people they can accommodate with Covid regulations. Superintendent Thornock stated there hasn't been any communication regarding regulations during the training, but that he suspects it will be rescheduled as a virtual training meeting.

### **Consent Agenda Review**

Minutes: October Meeting Minutes  
Warrants: October #00007209 to #00007301

There were no questions regarding the minutes.

Mr. Jeremy Snell, Business Administrator, discussed various warrants from the October check register. Member Wall asked regarding check 7296 to The Singing Classroom. Mr. Snell stated that was for a subscription for music instruction used by Mrs. Westover at West Desert Elementary School.

### **Education Expense Agreement**

Mr. Snell explained that he and Member Rowley updated the document that was submitted to the Board in October by changing the flow of information with bullet points, but that the information stayed the same. Mr. Snell stated he would email a copy of the new document to the Board members for review before the regular meeting begins.

Superintendent Thornock read an email he just received from USBA stating the New Board Member Training Meeting had been changed to an online training meeting and more information would be forthcoming. President Boswell asked if the Board could all meet at the District office to participate in the virtual training. Superintendent Thornock stated he would arrange a plan and present it to the Board.

### **Business Administrator Evaluation**

Superintendent Thornock explained to the Board that the evaluation for the Business Administrator is due in December and asked if the Board would like to use the document provided by USBA or use it to create their own. The Board members discussed using the USBA document or creating their own to evaluate the Business Administrator. Board members decided to pick ten questions each from the USBA document and use those questions to create their own evaluation document. Superintendent Thornock stated that the questions would need to be submitted within one week to the District office in order to have the survey created, including a comment area, and have results

available for the December Board meeting. All Board members agreed to submit their questions within one week. Member Wall stated that part of the Master Boards training is to complete the Business Administrator Evaluation in December.

### **Policy Revisions – 3<sup>rd</sup> Reading**

Superintendent Thornock stated he has read all the policy revisions and recommends the Board approve the third reading. Superintendent Thornock stated he would work together with the District office staff to adapt one policy per week. Member Wall asked regarding the policy on Sexual Harassment and who the point of contact is when there is a sexual harassment report. Superintendent Thornock stated it is him and his name is in the Title 9 Policy as that contact. Superintendent Thornock explained the training already participated in by District staff and some of the processes involved when a complaint is presented.

President Boswell asked Superintendent Thornock to update the Board members on the new Covid-19 restrictions. Superintendent Thornock stated that all extracurricular activities were postponed for two weeks, starting the opening day of winter sports, which was November 9<sup>th</sup>. Also, no more than ten people can be in any meeting. Superintendent Thornock stated there is a pilot program being used for the high school football playoffs which have been allowed to continue where they are testing the athletes weekly. Superintendent Thornock said he suspects this could be used during the winter sports. Superintendent Thornock stated he does not have any more factual information at this time. President Boswell asked how the District is managing the classroom sizes with the restrictions. Superintendent Thornock stated the classrooms are exempt from the ten person meeting rule and that students are placed six feet apart or more in the classrooms. Superintendent Thornock stated that teachers have been instructing their classrooms from home when sick or quarantined, with the help of the paraprofessionals. Superintendent Thornock stated that all staff are enduring a lot, but doing very well. President Boswell asked how the teachers are doing with the extra load of teaching in the classroom and online. Superintendent Thornock stated they are struggling due to preparing lessons twice, and this teaching is mostly happening for students going in and out of quarantine. Superintendent Thornock stated the District is being lenient with teachers to help support them. Member Wall asked if students are complying with wearing masks. Superintendent Thornock stated the students are doing well and are being given a lot of reminders, but that there is a plan in place if there is a situation where a student refuses to wear a mask.

President Boswell asked regarding the plans for the performance of the Operetta. Superintendent Thornock stated there is a three-tiered plan including recording students performing their part in their classrooms and piecing it together on a recording to distribute for viewing, having students perform on stage with no audience and live stream the performance, or limit audience seating and live stream the performance. Superintendent Thornock explained the plans will be adjusted to fit the current regulations at that time.

Member Rowley asked that future agendas include Communications from Board Members in the Work Session portion of the agenda. All Board members agreed. Member Rowley stated there was not a link on the District website to attend this meeting virtually. Superintendent Thornock stated the link was on the website under the Agenda's tab, but that for future virtual meetings the link would be put on the home page. Superintendent Thornock stated the link was also posted on

the District Facebook page. Member Rowley stated she had finished her last Master Boards training entitled Open Meeting Law and wondered if the other Board members had completed it. Member Rowley stated her appreciation for being invited to attend the meeting to discuss the purchase of a Bobcat loader.

Superintendent Thornock explained the LEA Specific letter, stating the state will give the Districts the power to endorse teachers, and that those endorsements provide funding to those classes. Member Rowley stated the letter reads that the endorsements are valid for three years and that Special Education and Preschool endorsements are valid for one year and asked why this is. Superintendent Thornock stated the Special Education and Preschool programs have different regulations.

## **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**

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

#### **2. Citizen Comments**

There were no citizen comments.

#### **3. Communications from Board Members**

Member Young expressed her appreciation to Mr. Allen, Technology Director, for his assistance with her personal cell phone.

Member Haynes stated his appreciation to all District staff and teachers in all their efforts during Covid-19 regulations and that everyone is doing a great job.

Member Wall thanked all the students and staff for following the Covid-19 regulations with mask wearing and social distancing to help keep virus cases low. Member Wall thanked the teachers for all the extra time spent in teaching and preparing lessons. Member Wall thanked those involved with producing the prom for last year's junior class and the Veteran's program, and for finding ways to help the students have some normalcy.

Member Rowley stated she is looking forward to attending, along with Member Young, the West Desert's Thanksgiving Tuesday activity, Covid-19 permitting.

President Boswell thanked the teachers and staff for going above and beyond in educating the students, as well as Mr. Allen for providing tech help on behalf of the students and community. President Boswell expressed her appreciation for all that is being done to help make it through the school year.

#### **4. Action Items**

##### **Consent Agenda**

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

##### **Policy Revisions – 3<sup>rd</sup> Reading**

Member Wall offered a motion to approve the third reading of the Policy revisions as presented. Member Rowley seconded the motion. Motion carried with all members voting unanimously.

##### **West Desert High School 2020-2021 Trustland Plan Amendment**

Member Haynes offered a motion to approve the West Desert High School 2020-2021 Trustland Plan Amendment as presented. Member Young seconded the motion. Motion carried with all members voting unanimously.

##### **Teacher Student Success Act Grant**

Superintendent Thornock explained that information pertaining to the grant had not yet been received from the state. Board members tabled the Teacher Student Success Act Grant until the December Board meeting.

##### **Bobcat Bid Approval**

Mr. Underwood, Maintenance Director, stated he worked with Superintendent Thornock and Member Haynes to research the cost of a Bobcat loader and needed implements. Mr. Underwood stated that this equipment is not a want, but a need, as he has been borrowing equipment from UDOT and Eureka City to take care of the District's needs. Mr. Underwood stated that if the funds for this type of purchase were not available at this time he would continue borrowing equipment. Superintendent Thornock stated this is a need of the District and that Mr. Underwood should not have to continue to make do.

Member Haynes offered a motion to approve the bid to purchase a bobcat loader as presented. Member Wall seconded the motion. Motion carried with all members voting unanimously.

##### **Fraud Risk Assessment**

Mr. Snell expressed his apologies that the document was not attached to their agenda prior to the meeting, but that it was now. Mr. Snell also presented a printed copy to the Board members. Mr. Snell explained the Fraud Risk Assessment and that this is the first time it is being required by the state auditor's office. Mr. Snell explained the criteria for using the assessment document and how the points pertain to the level of risk an entity would be at. Mr. Snell explained the questions and how he completed the assessment document. Member Rowley and Young stated that question 4, 5, 7, & 9 would be easy to implement. Superintendent Thornock stated question 4, 5, 7 will be implemented or ready for the next meeting.

Member Haynes offered a motion to approve the Fraud Risk Assessment as presented. Member Young seconded the motion. Motion carried with all members voting unanimously.

## **LEA Specific Letter**

Member Rowley offered a motion to approve the LEA Specific Letter as presented. Member Wall seconded the motion. Motion carried with all members voting unanimously.

## **5. Superintendent Report**

Superintendent Thornock expressed his appreciation to Mr. Everitt and Mrs. Beckstrom, last year's Junior Class advisors, who planned and produced the Junior Prom that they missed last year due to Covid-19. Superintendent Thornock stated that during the prom the Tintic High School Principal, Mrs. Kramer, was in quarantine and that Mrs. Beckstrom carried out the prom and filled in as the school's administrator at the same time. Superintendent Thornock stated it was a good test of Mrs. Beckstrom's leadership skills as Assistant Principal. Superintendent Thornock thanked the community for following Covid-19 guidelines regarding attending the prom. Superintendent Thornock thanked Mr. Ryan Despain and Mrs. Summer Despain for putting the promenade dance performance together. Superintendent Thornock stated it is important to him to provide every opportunity for students to be able to participate in activities, sports, and the operetta, and stay in compliance with health department guidelines. Superintendent Thornock explained the three-tiered plan for the Eureka Elementary Operetta performance and provide streaming to all who would like to view it. Superintendent Thornock stated he has no information regarding sports at this time, but will do all within his power to provide extracurricular activities.

Superintendent Thornock apologized to those who were scheduled to present reports that have been postponed due to Covid-19 regulations.

Superintendent Thornock presented the Enrollment Report stating there have been two new enrollments at the Eureka Elementary School and more are forthcoming. Member Rowley asked if the report includes those doing online learning through the District schools. Superintendent Thornock stated that it does. Member Rowley pointed out a calculation error on the Enrollment Report. Superintendent Thornock stated it would be corrected and redistributed to Board members. President Boswell asked how many students are doing online learning. Superintendent Thornock stated he did not know the exact number, but that there could be 1-2 students from each elementary classroom. Superintendent Thornock stated many of those online students are scheduled to return to the classroom at the end of the trimester. Superintendent Thornock stated there are students in quarantine learning online and then returning to school and that this will continue. Mrs. Kramer, Tintic High School Principal, stated there is one student learning online from the high school. Member Haynes asked if the students currently in quarantine are having Covid-19 symptoms. Superintendent Thornock stated the students are in quarantine due to contact at home or outside of school and that the schools are doing a great job keeping the virus out of the buildings. Superintendent Thornock stated the administrators have been in charge of contact tracing and that they are doing a great job. Superintendent Thornock stated that the Tintic School District staff are fantastic and he has no words to express his gratitude for the job they are doing.

## **6. 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 Haynes, seconded by Member Wall, 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 Rowley, seconded by Member Wall, with the voting as follows:

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

## **7. Adjournment**

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

The meeting adjourned at 4:45 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on December 14, 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