

# **TINTIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES – SEPTEMBER 2019 MEETING**

Date: September 16, 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 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
	Kodey Hughes	Superintendent
	Jeremy Snell	Business Administrator

<u>Members Excused:</u>	Jeana Rowley	Member
-------------------------	--------------	--------

## **Work Session**

### **1. Board President Communications**

President Boswell explained there have been issues with Board members visiting schools and teachers feeling unprepared or under scrutiny. President Boswell asked that Board members contact her or Superintendent Hughes before visiting schools. President Boswell stated a schedule for visits will be made with Principals and that it will start in October. Member Young stated she will be attending the RAD Kids program at the West Desert Elementary in Member Rowley's place and asked if it would be appropriate to visit the high school while there, and that these visits could count for September's Board visits. Superintendent Hughes stated they could clear the visit with Principal Kramer later in the meeting. Superintendent Hughes and Board members stated that the visits are beneficial and decided to continue Board visits, using a schedule approved by building Principals, and making sure to use positive language when contacting schools. Board members decided that attending sporting events does not constitute a building visit. Superintendent Hughes stated he would plan with Principals during their next Administrative meeting and outline dates that will work to calendar Board visits. Member Young asked if Board members are to attend Community Council meetings. President Boswell stated that Board members are welcome to attend Community Council meetings, but only to observe. Superintendent Hughes stated it would be good for Board members to view the Community Council's process and compare the proceedings to the plans the Council submits. Superintendent Hughes stated that Board members can serve on the Community Council and that they meet three

times per year. Superintendent Hughes stated the new Community Council members names will be presented and discussed at October's Board meeting. Superintendent Hughes stated he would email the Community Council's schedule to the Board members.

President Boswell asked Board members to express their opinion on continuing Board Study Sessions. Member Haynes suggested to add more time to the Work Session portion of the Board meetings instead of having study sessions. Member Young stated she would support keeping or doing away with the study sessions and reminded the Board members that they will get out of the meetings what they put in to them. Member Wall agreed with Member Young. Superintendent Hughes stated that some issues will require a study session. Board Members decided to discontinue the Board Study Sessions, except when there is an issue that needs attention, then a session will be scheduled.

## **2. Action Items Review**

Superintendent Hughes stated the High School Winter/Spring Coaching Assignments needed to be updated and further information would be presented by Mr. Greg Thornock, Tintic School District Athletic Director, later in the meeting. Board members had no questions on the currently presented Coaching Assignments.

Superintendent Hughes stated that Curricular Clubs need Board approval annually. Superintendent Hughes explained the Curricular Club applications for the following after school Curricular Clubs: The Hawks Nest guided by Mrs. Mary Carling for West Desert students to have a safe place to build friendships and participate in activities such as board games; FCCLA guided by Mrs. Karen Kramer, where Tintic High School students participate in activities relating to Family and Consumer Sciences and create projects they can compete with; LitWits Writing Club guided by Mrs. Amy Sorenson and Mrs. Paula Evans where students learn writing skills and study literature; and, Free Peoples of the Silver Mountains guided by Mr. Greg Thornock and Mr. Mark Allen where students have a safe place to be after school, build friendships, play video games, and have competitions. Board members had no questions regarding the Curricular Club applications.

Superintendent Hughes stated that the Early Literacy Plan for Eureka Elementary School had to be revised and resubmitted, and that Mr. Brian Ward, Eureka Elementary School Principal would present a summary of the revisions later in the meeting.

Superintendent Hughes stated the October Board Meeting date needed to be changed from October 21, 2019 due to that date being Fall Break for the District. Superintendent Hughes explained that the new date selected is October 14, 2019, but that input is needed from Board members if this date will work. Member Young reported on behalf of Member Rowley, who was absent, that Member Rowley would be traveling to the West Desert schools on October 15, 2019 for the RAD Kids program and wondered if the Board would prefer to have the meeting on this date instead and be able to see the student's achievements at the RAD Kids Awards Ceremony. Board members and Superintendent Hughes agreed to the date of October 15, 2019 for the October Board Meeting and to attend the activities at the West Desert schools. It was stated there will be no Work Session at the October 15, 2019 Board Meeting.

Member Wall reported on Policy DBF – Employment Substitutes. Superintendent Hughes explained that Districts now have to follow a protocol when procuring a substitute teacher of using licensed, certified candidates first, then those with college degrees, then those currently working on college degrees, then those remaining. Superintendent Hughes stated this protocol is to protect the District from any grievances and provide the best education for students in the absence of the teacher. Superintendent Hughes explained that this policy also includes the criteria that all teachers have a lesson plan ready at all times for the use of substitute teachers.

Member Young reported on Policy GL – Released Time Classes. Member Haynes asked if this time could be used for employment. Superintendent Hughes stated that it could, but it would benefit the student and the District to utilize the Work Release program. Member Young stated that Released Time has to be requested by the parent in writing, schools do not take attendance for Released Time, and that teachers cannot instruct Released Time students during that time. Member Young reported that schools are not allowed to give direction as to what students use Released Time for and that schools cannot contribute supplies. Member Young asked if Board members could substitute during Released Time. Superintendent Hughes stated that they could because Board members are not contracted employees. Superintendent Hughes stated that this new policy came to be due to Released Time students remaining in school buildings during that time and they should not be since they are ‘released’ to be elsewhere. Superintendent Hughes stated that Tintic High School students who use Released Time to attend Seminary should not be in the building for assemblies if they occur during that time, and advised the Board to add additional language to this policy to account for this scenario.

### **3. Early Literacy Plan – Mr. Brian Ward, Eureka Elementary School Principal**

Mr. Brian Ward, Eureka Elementary School Principal, and Mrs. MaryAnn Allinson, Eureka Elementary School Teacher, presented an updated Early Literacy Plan to the Board, along with extra documents explaining the plan in more detail. Mr. Ward stated they now have three goals for the State to approve. Superintendent Hughes asked if there are consequences if the goals are not met. Mr. Ward stated that non-completion of the submitted goals puts funding in jeopardy. Mr. Ward explained that data from reading programs from the past three years was used to assess the programs and student performance and set the new goals. Mr. Ward explained that the State realizes that the school is small and that enrollment changes can greatly affect success rates and progress. Superintendent Hughes asked Mrs. Allinson about the programs being used, transitions between the programs, and if they are meeting needs of students or considered best practice. Mrs. Allinson stated that the student’s progress is being carefully monitored through assessments and finding reasons why students have struggles, and then changes the programs to meet the student’s needs. Mrs. Allinson explained that the teachers and the programs being used are focusing on each student and their progress rather than a whole group or whole grade progress. Mr. Ward stated that the lack of parent involvement hampers student reading progress and that they are working to find ways to get parents more excited about reading. Member Wall asked if there are any students with dyslexia. Mr. Ward stated that he thinks there are and that he is scheduled to attend training to be able to identify students who might have dyslexia. Member Young asked about the level of progress made from last year to this year regarding the use of the Heggerty Phonemic Awareness Curriculum reading program. Mr. Ward stated that results are still waiting to be seen since they haven’t used the program a full year as of yet. Mrs. Allinson stated that the students are entering

school without the skills needed for reading and so they are put in other reading programs simultaneously to try and build those skills that are lacking. Member Young asked about the success of the summer reading program. Mr. Ward stated there was over 60% attendance in the summer reading program and it was very successful. Superintendent Hughes stated that the summer reading program is very well put together and carried out and that he would like to have the teachers running the program present it at the Rural Schools meeting. Member Haynes asked if students having eye sight problems could be contributing to reading struggles. Mr. Ward stated that part of his training will help identify students that might have sight issues. Mrs. Allinson stated there is a problem with students that are referred each year as needing eye exams and parents are not following up and taking the student to the doctor. Board members and Superintendent Hughes thanked Mr. Ward and Mrs. Allinson for their report. Superintendent Hughes stated he would forward the information from their report to Member Rowley.

#### **4. Board Training**

Superintendent Hughes stated that not all items listed on the Board Training tab would be discussed due to constraints on time. Superintendent Hughes directed discussion on the 7 Mindsets program being implemented in the District's schools. Board members discussed the Overview and part of the section called Everything is Possible. Member Wall stated they should be encouraging students to dream big, be supportive in letting students know they can accomplish what they want to, and help them develop their talents. President Boswell stated they should help students know anything is possible. Member Haynes stated students need to be encouraged to decide what they want and then accomplish it the best they can. Member Young asked how to not deflate student's dreams when they are not being realistic, and that she appreciates the 7 Mindsets teaching accountability. Superintendent Hughes stated that the Act and Adjust section of the program could be applied when those unrealistic dreams are not accomplished. The Board further discussed accomplishing goals and adjusting when attempts fail.

*Board members adjourned the work session at 3:45 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**

Superintendent Hughes led those in attendance in the Pledge of Allegiance.

##### **3. Roll Call**

President Boswell instructed the Business Administrator to call the roll. Members absent were Member Rowley.

#### **4. Reports**

##### **Maintenance and Technology Report –**

Mr. Brian Underwood, Maintenance Director, reported the annual bus inspections performed by the Utah Highway Patrol are completed and satisfactory, maintenance projects are getting caught up on, the boiler room is ready for demolition with water and power disconnected, and the annual, more thorough water sample for the West Desert schools is complete and reported as passing. Mr. Underwood stated there is new equipment being installed in the fitness center and that two possible bus drivers are almost complete in their training. Mr. Underwood stated he is confident the bus driver trainees will pass the third party training that will conclude all the District requirements later this week. President Boswell thanked Mr. Underwood for keeping the buildings and grounds looking nice.

Mr. Mark Allen, Technology Director, reported he has received all the equipment ordered for the Adult Education classroom and is working on installing it. Mr. Allen stated he is expanding the Digital Teaching and Learning grant to include more instructional software and will be training staff how to use it in the near future. Mr. Allen stated that he is taking care of all the beginning of the new year tech requests. President Boswell asked if all of the cameras are working. Mr. Allen reported that they are working and more are being installed continually when Principals report areas that need surveillance.

##### **School Administrators Report –**

Mrs. Karen Kramer, West Desert Principal, reported how the 7 Mindsets program is being implemented at the West Desert schools by having the students create dream boards and then displaying them on a bulletin board. Mrs. Kramer reported that the lessons are going well and the students are enjoying them. Mrs. Kramer reported she and Mr. Greg Thornock, Tintic High School Principal, are taking turns teaching 7 Mindsets lessons at Tintic High School. Mrs. Kramer reported that in her own classroom she puts quotes from the program on the board in front of the class and changes them weekly to help motivate and encourage students. Mrs. Kramer asked Board members if they had anything specific they would like her to report on at the next meeting. Superintendent Hughes stated that the Board would like a schedule of the West Desert secondary classes and how the Ednet college courses are fitting in. Superintendent Hughes stated the schedule can be presented by Mrs. Kramer or the teachers. President Boswell asked Mrs. Kramer to report on anything else she feels important for the Board to know.

Superintendent Hughes asked Mrs. Kramer to report on the FCCLA club. Mrs. Kramer reported that the Family, Career, and Community Leaders of America club focuses on Family and Consumer Sciences. Mrs. Kramer stated that students do projects and that they can be part of the curriculum. The students present them to each other and/or compete with other FCCLA clubs with their projects. Mrs. Kramer stated the club has leadership positions with Kalynn Livingston, the Family and Consumer Sciences Sterling Scholar, as president, and that they also do service projects. President Boswell thanked Mrs. Kramer for her report.

Mr. Greg Thornock, Tintic High School Principal, reported that Tintic High School students participate in a 7 Mindsets lesson or activity for 35 minutes every Tuesday with their class advisors. Mr. Thornock stated he receives positive feedback on the lessons and activities.

Mr. Thornock clarified the addendum to the High School Winter/Spring Coaching Assignments, stating this report covers all the sports available. The Board stated they had no questions.

Mr. Thornock reported on the Curricular Club, LitWits, guided by Mrs. Amy Sorenson and Mrs. Paula Evans, stating that they discuss English, Literature, have writing assignments given by the club president, and culminates with participation in Teen Author Boot Camp where they learn more writing skills from authors.

Mr. Thornock reported on the Curricular Club, Free Peoples of the Silver Mountains, guided by himself and Mr. Mark Allen, stating that his was the first game club in Utah and now there are over 20 across the state. Mr. Thornock reported this club is a safe place for students to go after school one day a week and play video games or board games and be with friends. Mr. Thornock stated that every Tintic High School student is welcome to attend, and that there will be a movie marathon and game competitions. Mr. Thornock reported that a former student and original club member has started a similar club at his college, and even received grants to fund it. Mr. Thornock reported there are gaming scholarships available. Mr. Thornock thanked Mr. Allen and Mr. Underwood for their efforts in setting up and fixing the equipment that makes this club possible.

Mr. Thornock asked the Board what they would like him to report on at the October Board Meeting. President Boswell stated they would like to hear more on the implementation of the 7 Mindsets program and activities. President Boswell thanked Mr. Thornock for his report.

Mr. Brian Ward, Eureka Elementary School Principal, reported that the school and staff have many new and challenging tasks to work on this year and that the 7 Mindsets program has been a great experience thus far. Mr. Ward stated that if there is any further information the Board would like to know to please let him know. President Boswell thanked Mr. Ward for his report.

Miss Taleigh Laird, Student Board Member, reported that Senior Week was under way and that locker hangers are finished and on the lockers for display. Miss Laird stated the locker hangers turned out nice. Miss Laird stated the Senior Auction occurred earlier that day and that the Senior Service day would be on September 18, 2019, and end with an assembly to get to know the Seniors better. Miss Laird reported the last home baseball game was held on September 13, 2019 where the Senior players were honored. Miss Laird reported a volleyball game will be played here on September 17, 2019, and there will be a tournament in Wendover on September 20-21, 2019. Miss Laird reported she will begin staff spotlights at the next Board Meeting. President Boswell thanked Miss Laird for her report.

## **5. Student/Schools Recognition**

Mrs. Nancy Underwood, Eureka Elementary School Teacher, along with four of her students, presented a slide show and video of inventions they created as part of the STEM and 7 Mindsets

programs. The students presented their inventions, explained how they work, and what problem they solved. President Boswell thanked Mrs. Underwood and the students for their presentation.

Mr. Greg Thornock, Tintic High School Principal, presented a video made by the Tintic High School aides and explained that the aides are assigned far more than is typical and how they all excel at everything they do. The video highlighted these various assignments and their flexibility in adapting to the schedule of each day. Mr. Thornock thanked the aides for their dedication. President Boswell thanked Mr. Thornock for his presentation

Mrs. Karen Kramer, West Desert Schools Principal, presented two photos of students at West Desert High School. One photo depicted students learning to play guitars, and the other photo showed students developing woodworking skills in their new Career and Technical Education class. Mrs. Kramer invited the Board to tour the woodworking classroom and Superintendent Hughes invited Mrs. Kramer to attend the October Board Meeting at West Desert. Mrs. Kramer stated she would add it to her schedule.

## **6. Citizen Comments**

No Citizen comments were offered.

## **7. Communications from Board Members**

Member Young reported on the Utah School Board Association conference she attended with Member Rowley. Member Young reported learning about and understanding people raised during different generations and how to communicate with them in public settings like elections or Bond meetings. Member Young stated it was taught that if a school board isn't changing, it is falling behind. Member Young stated that Board members need to be careful to not talk over others, and to be better prepared for meetings by reading Board books ahead of time. Member Young stated there was training on social and emotional learning, how it isn't the same as ten years ago, and will be different in ten more years. Member Young reported social emotional learning is important in the fight against preventing suicides. Member Young reported on training on the relationship between the Superintendent and Board members and having a blind or smart trust with each other, as well as good communication. Member Young reported that Board members need to not only get along, but work effectively together, making the best of bad decisions. Member Young reported on training regarding vaping and the problem with companies marketing and promoting vaping to students. Member Young asked if vaping is a problem in the District's schools. Superintendent Hughes stated there have been issues with vaping. President Boswell thanked Member Young for her report.

Member Haynes thanked staff, teachers, and principals for the quality job they are doing in keeping students safe and educating them. Member Haynes thanked Mr. Underwood for keeping the lawns green and nice looking.

Member Wall thanked everyone for making the schools wonderful, and reported that our students represented Tintic High School well at a cross country meet with hundreds of other students from

other schools. Member Wall thanked District staff for doing well at their jobs and taking on extra duties.

President Boswell stated she had spoken to students from the elementary and high school and was impressed with how excited they were about school and things they were doing therein. President Boswell stated her appreciation to all the employees for all they do for the students in helping keep them enthused.

## **8. Action Items**

### **Consent Agenda Approval**

Personnel: Heike Anderson, Tintic High School Custodian

Minutes: August 19, 2019 Board Meeting  
September 4, 2019 Study Session

Warrants: August #00006326 to #00006388

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

### **2019 Board Policy Revisions – Second Reading**

Member Wall offered a motion to approve the 2019 Board Policy Revisions – Second Reading as presented. Member Haynes seconded the motion. Motion carried with all members present voting in favor of the motion.

### **High School Winter/Spring Coaching Assignments**

Member Young offered a motion to approve the High School Winter/Spring Coaching Assignments as presented. Member Wall seconded the motion. Motion carried with all members present voting in favor of the motion.

### **Curricular Club Applications**

Member Young offered a motion to approve the Curricular Club Applications as presented. Member Haynes seconded the motion. Motion carried with all members present voting in favor of the motion.

### **Early Literacy Plan for Eureka Elementary School**

Member Wall offered a motion to approve the Early Literacy Plan for Eureka Elementary School as presented. Member Haynes seconded the motion. Motion carried with all members present voting in favor of the motion.



## **2019 Annual Board Meeting Calendar Revision**

Member Young offered a motion to approve the 2019 Annual Board Meeting Calendar Revision as presented with the amended date of October 15, 2019. Member Haynes seconded the motion. Motion carried with all members present voting in favor of the motion.

## **9. Superintendent Report**

Board members had no questions regarding the Enrollment Report.

Superintendent Hughes stated that the Fall Regional Meetings are coming up in October. The date for Tintic School District is October 9, 2019 in Nephi. Superintendent Hughes stated he would communicate with the Board through email to schedule this meeting with them. Superintendent Hughes stated the Board would need to prepare for the meeting by reviewing their Delegate Assembly notes and what the Joint Legislative Committee's priorities are for the Legislative Session.

Superintendent Hughes stated there is a video link on the School Fees Form and advised the Board to watch it in preparation of school fees coming to the District in the near future.

Superintendent Hughes asked if there were any questions regarding the Board Calendar for October. The Board had no questions. Superintendent Hughes stated that on the October calendar for discussion will be the Master Boards Review, the third reading for Policies, the annual meeting calendar, and Community Council Meeting dates.

Superintendent Hughes reported on the Utah High School Activities Association and their changing of the requirement for referees at Basketball games from two to three referees present. Superintendent Hughes stated his concern regarding costs of paying another referee. Superintendent Hughes stated that the boy's games would be more able to cover the cost than the girl's games due to higher ticket sales. Superintendent Hughes stated he would meet with the Athletic Director, Business Administrator, and School Secretary to discuss ways to meet the cost of a third referee. Superintendent Hughes stated the new rule was implemented due to problems with crowd control and disagreements between referees. Superintendent Hughes stated that the community would need to be educated regarding the new rule of three referees and their ability to eject spectators without first giving a warning, and that the focus should be on letting the students play their game without conflict from the crowd or referees. Superintendent Hughes stated a region can appeal the three referee rule, but all schools in the region must agree and sign a document. Superintendent Hughes stated there is a possibility the District will need to install cooling tubs to assist with overheating issues.

Superintendent Hughes reported on his time at the Utah School Board Association conference. Superintendent Hughes stated that the Board members need to have a thought out response ready when people ask about the District or the schools. Superintendent Hughes stated the Board members need to be able to shed positive light and promote Tintic School District and not let the public fill the void of information with negativity. Superintendent Hughes stated the Board members need to activate the student's voice on issues they see in the school so that issues can be

better dealt with on an Administrative and Board level. Superintendent Hughes suggested the Board enlist the help of the Student Body Officers and the Student Board Member.

Superintendent Hughes stated the Board should ask for Administrative reports on items they want to learn about, and ask the Student Board member to report on activities.

## **10. Adjournment**

Member Wall 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 5:23 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on October 15, 2019, at 10:00 a.m. at the West Desert High School, 440 Pony Express Road, Trout Creek, Utah, 84083

Minutes submitted by:

---

Jeremy Snell  
Business Administrator