

**TINTIC SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES – JANUARY 2018 MEETING**

Date: January 22, 2018
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
	John Reil	Vice President
	Ted Haynes	Member
	Helen Wall	Member
	Heather Young	Member
	Kodey Hughes	Superintendent
	Jeremy Snell	Business Administrator
<u>Members Excused:</u>	Jesse Wall	Student Board 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. Reports

Mr. Mark Allen, Technology Director, was present to report on the technology issues throughout the District. Mr. Allen presented an assessment of the technology assets in the District to show the general technology expenses that occur annually. Mr. Allen also presented Board Members live footage of the newly installed security cameras at Tintic High School. Mr. Allen reviewed the features of the cameras and the locations of cameras at all District buildings. Mr. Allen reported that access to the camera live footage and recordings are available remotely for administrators. Mr. Allen reported that the server is on a battery backup that will allow the system to shut down properly, however, if there is a longer power outage, recording will not take place. Mr. Allen reported that the current system should have a longevity of approximately ten years. President Boswell thanked Mr. Allen for his report.

Superintendent Hughes reported on maintenance issues throughout the District in lieu of Mr. Brian Underwood, Maintenance Director. Superintendent Hughes reviewed the approximate costs associated with installing a driving access gate located on the west side of the Tintic High School parking lot. Superintendent Hughes reported that installing a walk through gate would be more cost efficient for the District. Superintendent Hughes reported that making the curb ADA compliant would incur additional costs. Superintendent Hughes reported that Utah Department of Risk Management advised him to contact contractors to provide an estimate to repair the Callao

School building. Superintendent Hughes reported Mr. Underwood and one contractor had visited Callao to prepare an estimate but a bid has not been received. Superintendent Hughes reviewed that assessment values of the Callao School building, property and well had been reviewed and the approximate value is \$180,000. Superintendent Hughes reported that a contact has been made from an interested buyer in the property. Superintendent Hughes expressed his concern in releasing the land and well. Superintendent Hughes reported that there is a lot of discussion to be had about the future of opening the Callao School again. President Boswell opened the selling of the Callao School building and property for discussion. Member Reil asked if the carpet was removed to determine damage. Superintendent Hughes reported that flooring was removed to determine the extent of the damage. Member Reil suggested installing a berm to prevent a future flooding. President Boswell asked if mold was found in the building. Superintendent Hughes reported that Mr. Underwood did not find any mold upon initial inspection. Superintendent Hughes briefly discussed options to reopening the school including demolition and purchasing a modular classroom. Member Young reported she is hesitant to purchase a new building if the building will remain vacant. Member Haynes asked about the cubic feet well rights. Mr. Snell reported the well is a two inch well but there was no well log to be found. Mr. Snell reported on the agreement between Tintic School District and the Bureau of Land Management to use the well. Member Reil asked Superintendent Hughes what the enrollment threshold would be to open the school. Superintendent Hughes reported that at least seven students would need to be confirmed enrolled in the school. Superintendent Hughes reviewed the teacher housing options as well as additional staff that would be needed. Mr. Snell reported the staffing concerns would need to be addressed if the option of reopening the school is a possibility. Superintendent Hughes expressed his fear of releasing the property and eliminating the possibility of having a school in the area due to the lack of property and water availability. Member Wall asked for the cost to maintain the property currently. Superintendent Hughes reported the yearly maintenance visit is the only cost for the District and it is minimal. Member Young reported she is worried about repairing the building and leaving it vacant. Member Reil reported there may be community members that would be interested in utilizing the building as a community center and the community members would be willing to cover maintenance costs. President Boswell asked Board Members for their opinion on selling the Callao property. Member Haynes voted no, Member Wall voted no, President Boswell voted no, Member Reil voted no, and Member Young voted no preference and she does not want the building to sit vacant. Superintendent Hughes advised Mr. Snell to respond to the interested buyer the school district will not be selling the property at this time.

Mr. Jeremy Snell, Business Administrator, was present to report on the financial issues throughout the District. Mr. Snell reported that he was approached about property neighboring District Office property. Mr. Grant Loder offered the District property for \$50,000 including a house on the property. Mr. Snell reported he is unsure of the size of the lot. Mr. Snell reported that he would do more research to determine the benefits of purchasing the property to the District. President Boswell thanked Mr. Snell for his report.

2. Consent Agenda

Personnel:	Carol Rusby	Retirement	Tintic High School
	Ferrel Thomas	Part-Time Custodian	Tintic High School

Minutes: December 18, 2017 Work Session/Meeting

Warrants: #00004830 to 00004888

Board members discussed the items included in the Consent Agenda.

Superintendent Hughes discussed the various personnel changes throughout the District.

3. Superintendent's Report

Superintendent Hughes presented Board members the following items for consideration:

- February 2018 District/Board Calendar
- Enrollment Report
- USBA Annual Conference Review
- Foodservice Administrative Review Closing
- Counseling Announcement
- Board Member Reading Assignment
- Positive Promotion Student Behavior
- Mammoth Water Association Facilities Request
- School Fees and Funding

Superintendent Hughes reviewed the items included on the District and Board calendars.

Superintendent Hughes reviewed the enrollment data including in the monthly enrollment report.

Superintendent Hughes reviewed the Foodservice Administrative Review Closing letter from the Utah State Board of Education Child Nutrition Program. Superintendent Hughes expressed his appreciation to Mrs. Crysta Underwood, Mrs. Amanda Holden, Mrs. Michelle Wall, Mrs. Traci Snell and Mrs. Becky Jones.

Superintendent Hughes provided Board Members a reading assignment from the Educating Students in Rural America handout from the National Association of State Boards of Education. Superintendent Hughes asked Board Members to read the Executive Summary to prepare for discussion in the February Board meeting.

Superintendent Hughes reported that administrators have been developing a program to promote positive student behavior. Superintendent Hughes reported that campaigns are being created to help students become better citizens and to show effort that the School District is promoting positive behavior.

Superintendent Hughes reviewed the facilities request from the Mammoth Water Association to host a meeting at the District Office building. Superintendent Hughes reported that payment for the deposit and rent had been received. Superintendent Hughes reported that he met with President Boswell to approve the request between the Board Meeting.

Superintendent Hughes reported that the District is struggling to be approved for grants due to the low number of free and reduced students in the District. Superintendent Hughes reviewed the various possible causes of the low rate including low participation of households filling out the free and reduced lunch forms and no fee schedule established in the secondary schools.

Superintendent Hughes asked Board members to consider becoming a fee schedule school. Superintendent Hughes presented fee schedules from comparable school districts.

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

1. Call to Order and Recognition of Guests

President Boswell called the meeting to order at 4:00 p.m. and instructed the Business Administrator to call the roll.

2. Pledge of Allegiance

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

3. Student/Schools Recognition

Tintic High School Student Body Officers Mid-Year Report

Tintic High School Student Body Officers, Mr. Curtis Evans, Mr. Braxten Petersen and Mr. Jesse Wall presented a presentation highlighting the events that have taken place thus far at Tintic High School. President Boswell thanked the Student Body Officers for their presentation.

Eureka Elementary Flexible Seating Presentation – Mrs. Cynthia Kirgan

Mrs. Cynthia Kirgan, Eureka Elementary School Fifth Grade Teacher, reported she implemented flexible seating in her classroom this year. Mrs. Kirgan reported on her research, goals, rules and her student's opinions on flexible seating. Mrs. Kirgan reported there has been less mess, students like the seating options, her classroom is less cluttered and student behavior have improved. President Boswell thanked Mrs. Kirgan for her report.

Eureka Elementary Book Club Book Presentation – Mrs. Amy Sorensen

Mrs. Amy Sorensen, Eureka Elementary School First Grade Teacher, reported that the Book Club is in its tenth year and teachers are adding new elements to the book club including promotional videos and a PTO drawing for students reading their book club books. Mrs. Sorensen reported that thirteen high school students are participating in a Teen Author Boot Camp happening in April. Mrs. Sorensen reported that elementary students will be able to participate in a Tween Author Boot Camp as well. Mrs. Sorensen reported that the author selected for this year's book club, Frank Cole, will be involved with the Teen Author Boot Camp. Mrs. Sorensen reported that the theme for the Book Club was roller coasters and this year students were given a nonfiction book on roller coasters along with a fiction book. Mrs. Sorensen presented Board members the books chosen for the Book Club.

West Desert High School Music and Munchies Presentation – Mrs. Karen Kramer

Mrs. Karen Kramer, West Desert Schools Administrator, presented a slideshow on the Music and Munchies community event at West Desert High School. Mrs. Kramer reported the next event will take place in the spring. Mrs. Kramer reported that the Girls Basketball team will be coming to Tintic for a game. Mrs. Kramer reported on Senior Night taking place in February. Mrs. Kramer thanked Mrs. Angie Murphy for preparing the slideshow. President Boswell thanked Mrs. Kramer for her presentation.

Tintic Elks Lodge #711 Grant Presentation to Tintic High School Robotics Team

Mr. Bob Pagnani, Tintic Elks Lodge #711 Grants Chairman, reported that the Elks Foundation is celebrating 150 years and with that an Anniversary Grant was available. Mr. Pagnani reported he applied for the grant to use the funds to aid the Tintic High School Robotics Team. Mr. Pagnani presented \$1,500 to Mr. Chad Montgomery, Tintic High School Robotics Teacher, and the Robotics team. Mr. Montgomery thanked Mr. Pagnani and the Elks and expressed his appreciation for the donation to better the program.

4. Reports

School Administrators

Mr. Greg Thornock, Tintic High School Principal, thanked the Elks Lodge and Mr. Pagnani for the donation to the Robotics team. Mr. Thornock reported on the success of the Christmas Band Concert. Mr. Thornock reported on the start of formal teacher evaluations. Mr. Thornock reported on the recent robotics competition. Mr. Thornock expressed his appreciation to Mr. Montgomery for the extra hours he has been providing for the robotics team. Mr. Thornock reported on the success of the Blue and White Basketball night and commended the efforts of Mr. Luke Thomas and Mr. Jeremy Snell. Mr. Thornock thanked Member Young for attending a wrestling dual. Mr. Thornock reported that some students have attended wrestling duals to support the wrestlers. Mr. Thornock reported the wrestling season is winding down. Mr. Thornock reported that it is homecoming week at Tintic High School. Mr. Thornock reported there will be a neutral basketball game between Manila and Piute. Mr. Thornock reported on the upcoming parent teacher conferences. Mr. Thornock reported on Tintic High School hosting the wrestling divisionals and thanked Mr. Luke Thomas for preparing the event. Mr. Thornock reported on the upcoming drama one act presentations. Superintendent Hughes provided Board members an invitation for the one act plays from Mr. Mike McDonald. Mr. Thornock reported on State Wrestling at the Sevier Valley Center. Mr. Thornock reported on the upcoming Valentine's Day Dance. President Boswell thanked Mr. Thornock for his report.

Mrs. Karen Kramer, West Desert Principal, reported on the start of the Girls Basketball season. Mrs. Kramer reported on the continuation and success of the BYU Independent Study program at West Desert High School. Mrs. Kramer reported that UEN will work with Mr. Allen to upgrade the internet access at both West Desert Schools. President Boswell thanked Mrs. Kramer for her report.

Mr. Brian Ward, Eureka Elementary School Principal, reported on the success of the Operetta. Mr. Ward reported on the home reading field trip to the Eureka Fire Station and to B's Hangout to receive a free ice cream cone. Mr. Ward reported on the upcoming parent teacher conferences. Mr. Ward reported on the upcoming read-a-thon. Mr. Ward reported that the PTO will be hosting

a Valentine candy gram program. Mr. Ward thanked Mrs. Kirgan and Mrs. Sorensen for their presentations. President Boswell thanked Mr. Ward for his report.

5. Citizen Comments

No citizen comments were offered.

6. Communication from Board Members

Member Haynes reported that the USBA Conference provided great learning opportunities for the Board.

Member Haynes thanked the teachers and administrators.

Member Wall thanked the District for the candy and Tintic High School for the poinsettia.

Member Wall commended the Eureka Elementary Operetta.

Member Wall commended the Tintic High School Band Concert.

Member Wall commended the efforts at Tintic High School to provide opportunities for every student's interest.

Member Wall reported on a news story involving a teacher and student relationship that resulted the teacher donating a kidney to the student's mother. Member Wall reported the message of the story was: make no mistake, teachers save us every day.

Member Reil reported on the success he had at the USBA Conference. Member Reil reported he had attended the Robert's Rules training and he would like a training similar to take place for Board Members. Member Reil reported that the juvenile justice meeting was beneficial for Tintic School District to gain assistance. Member Reil reported on the benefits of attending the ACT training and the knowledge of what other districts are doing to increase scores. Member Reil reported another district reimburses students the fee to take the ACT as long as their score improves.

Member Reil thanked the teachers and reported students are responding well to the BYU Independent Study courses.

Member Reil commended Mrs. Mary Carling for her time and effort in providing math tutoring.

Member Young enjoyed attending the USBA Conference and attending the ACT, juvenile justice and the Master Board breakout sessions were beneficial.

Member Young enjoyed attending the wrestling tournament and felt the enthusiasm and comradery among the wrestling athletes.

Member Young thanked Mr. Mario Johnson for thanking the School District for the holiday party. Member Young expressed her appreciation for the West Desert Schools, the staff and students.

President Boswell presented the Master Board certificates to Board Members and the Master Board Award plaque from the Utah School Boards Association received at the USBA Conference. Superintendent Hughes commended Board Members in achieving the Master Board Award.

7. Action Items

Consent Agenda Approval:

Personnel:	Carol Rusby	Retirement	Tintic High School
	Ferrel Thomas	Part-Time Custodian	Tintic High School

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Warrants: #00004830 to 00004888

Member Young moved to approve the consent agenda as presented. Member Wall seconded the motion. Motion carried with all members present voting in favor of the motion.

2018-2019 School Year Calendar Approval

Superintendent Hughes reported that administrators and representation from the Teacher Education Association had provided input on the 2018-2019 School Year calendar. Superintendent Hughes reported teacher work days and parent teacher conferences have been updated to better accommodate individual building needs and to better serve students.

Member Wall moved to approve the 2018-2019 School Year Calendar as presented. Member Young seconded the motion. Motion carried with all members present voting in favor of the motion.

Board Policy GE: School Community Councils Revision-First Reading

Superintendent Hughes presented Board Policy GE: School Community Councils and reviewed the composition of school community councils. Superintendent Hughes presented the revision to allow more flexibility on the composition to meet the requirements of the Trustland Program. Superintendent Hughes reported that the teacher ratio at the West Desert Schools provide constraints on providing enough teacher/administrator members.

Member Reil moved to suspend the three-reading rule and approve Board Policy GE: School Community Councils Revision on the first reading. Member Young seconded the motion. Motion carried with all members present voting in favor of the motion.

Superintendent Contract Notice of Renewal

Superintendent Hughes reported that contracts will be issued in June. Superintendent Hughes reported that after the Superintendent Evaluation in December, President Boswell asked that the notice of renewal be placed in the January Meeting.

Member Haynes moved to approve the Superintendent Contract Notice of Renewal. Member Reil seconded the motion. Motion carried with all members present voting in favor of the motion.

8. Superintendent's Report Continued

Superintendent Hughes reviewed the low percentage rate of free and reduced students in the District causing the School District to miss out on grant opportunities and the low rate could jeopardize the participation in the federal program Title I. Superintendent Hughes asked Board Members for their comments on implementing a fee schedule at secondary schools in the District. Superintendent Hughes reported that Tintic School District was removed from a grant Central Utah Educational Services was applying for to increase the chances of other districts receiving the grant. Superintendent Hughes reported that more parents may fill out the free and reduced lunch form to qualify for a fee waiver. Member Haynes suggested reducing the cost of school fees if a household filled out a free and reduced lunch form. Mr. Snell suggested researching what other districts do to encourage households to fill out the free and reduced lunch forms and the benefits of being a fee waiver school district. Superintendent Hughes reported that no school fees can be charged to elementary students. Member Young clarified that students would be granted a fee waiver if they qualified for free or reduced price lunch. Superintendent Hughes reported that online payments are being researched for schools. Member Reil asked about the data being pulled from the free and reduced lunch forms and the West Desert schools not participating in the lunch program. Member Reil reported that West Desert parents would be likely to fill out the form if the District explained the purposes of the form. Member Young reported that there are limitations on how the form can be handed out to households and parents do need more education on what the District gains from receiving completed forms. Superintendent Hughes reported that more research can be done at registration to ensure more forms are being filled out. Member Reil asked what the process is for receiving forms and filing the information. Superintendent Hughes reported that the forms are collected and kept in the lunchroom office. Mr. Snell reported that nobody sees any personal information from the forms, only the percentage rate of free and reduced households is shared. Superintendent Hughes suggested having teachers present information about the forms on back to school night to personalize the procedure more. Board Members agreed that Superintendent Hughes should research school fees further.

Superintendent Hughes asked Board Members if more training on parliamentary procedure would like to be done as a Board. Member Haynes suggested working more on this training during the summer. Mr. Snell reported that the trainee at the USBA Conference is able to provide on-site training.

Superintendent Hughes reported he had visited with Member Young about the changes to the Master Board training. Superintendent Hughes asked Board Members if Master Board training should remain during monthly work session meetings. President Boswell and Member Wall preferred having monthly training to allow Board Members the opportunity to learn from each other. Member Haynes preferred covering trainings every other month. Superintendent Hughes reported that if trainings occurred every other month, Board Members would need to complete

more trainings on their own time. President Boswell suggested an additional meeting to cover all the training requirements. Superintendent Hughes established that trainings will remain monthly.

Member Wall reported that retired employees have started using the fitness center. Member Wall suggested that retired employees receive a free lifetime pass to the fitness center. Superintendent Hughes reported that the gesture would be positive. Member Wall reported that there would not be a great loss in funds. President Boswell reported that it would be a good gesture to retired employees. Superintendent Hughes clarified that coaches, students, employees and spouses are admitted free into the fitness center. Superintendent Hughes reported that the District Office will distribute the passes to retired employees.

Superintendent Hughes reported on the initiative Our Schools Now. Superintendent Hughes reported that legislators would like the tax revenue taken to voters to funnel funds directly to education. Superintendent Hughes cautioned Board Members to not state a Board stance to phone calls on the initiative. Mr. Snell reported that bills may be proposed to counter the Our Schools Now initiative. Superintendent Hughes and Mr. Snell reported that communication with how funds will be managed and dispersed have not taken place.

Superintendent Hughes reported that the school guidance counselor announcement will be posted on the next business day. Superintendent Hughes reported that other school district's job posts were researched to develop the announcement. Superintendent Hughes reported that education and license requirements were listed but did not discourage individuals to apply. Superintendent Hughes reported that options are available for applicants who are not qualified to be placed on a track to complete licensure requirements. Superintendent Hughes reported that the position will be advertised as full-time.

9. Adjournment

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

Meeting adjourned at 6:20 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on February 26, 2018 at 4:00 p.m. at the Tintic School District Office, 545 E. Main Street, Eureka, Utah.

Minutes submitted by:

Jeremy Snell
Business Administrator