

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

Date: May 21, 2018  
Time: 3:00 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 3:00 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 1:00 p.m. to 3:00 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 reported that he had met with Mr. Brian Underwood, a UEN tech crew, and CUES to provide a plan for wiring for the new security cameras at Eureka Elementary. Mr. Allen reported that network upgrades and a filter upgrade will be performed during the summer break. Superintendent Hughes reported that Mr. Allen has begun a course to obtain a Certified Education Tech Leader certification. Mr. Allen reported that the certification will provide leverage for training in the District. President Boswell thanked Mr. Allen for continuing his education to benefit the District. President Boswell thanked Mr. Allen for his report.

Mr. Brian Underwood, Maintenance Director, was present to report on maintenance and transportation issues throughout the District. Mr. Underwood reported that he has met with building administrators to gather summer project lists. Mr. Underwood reported that sprinklers have been serviced and lawns have been fertilized. Superintendent Hughes reported that his recommendation is to hold onto the money received from Risk Management and earmark it for the Callao school building and open the building up for a lease opportunity. Superintendent Hughes reported that any money invested into the Callao building or grounds will not be covered by the funds acquired by Risk Management. Mr. Underwood reported that once water lines are energized more problems will arise because of corrosion issues and unknown location of water

lines. Member Reil reported that he has had interest from community members to use the building. Member Reil reported that renting the building is possible if renovations are done. Superintendent Hughes asked the Board if funding should be removed from District K-12 funds to renovate the Callao building. Member Haynes asked if Mr. Underwood and his employees could spend time repairing and provide minor clean up to prevent more damage. Mr. Underwood reported that minor maintenance and cleaning can be done. Member Young asked if a lease in kind would provide the repairs the building needed with no use of District funds. Superintendent Hughes reported that a general maintenance plan to ensure the building is functioning can be created. Member Reil reported that he preferred the lease in kind and would like clear expectations to be established. Member Reil reported he can contact Callao community members for a proposal. Superintendent Hughes reported that general maintenance can be performed now to improve the building. Superintendent Hughes asked Board members if the Risk Management check can be deposited and the funds will be earmarked for the Callao building. President Boswell advised Mr. Jeremy Snell to deposit the check. Superintendent Hughes reported that he had met with Mr. Underwood and determined that the West Desert landscaping will be done one section at a time and the water issue will be addressed. Mr. Underwood recommended doing the project correctly and installing a water system that does not need to be regulated manually. Mr. Underwood recommended soil preparation is vital to creating an effective landscape. Superintendent Hughes reported that soil preparation needs to be done, sprinkler lines need to be installed and sod needs to be put down. Superintendent Hughes reported that an electrician needs to be contacted initially to alleviate the well problems. Member Wall asked the quality of the soil at West Desert schools. Member Reil reported that the soil is good but requires a lot of water. Mr. Underwood reported that spending time and money will be well spent to create a landscape. Member Reil requested the dead trees be removed this summer. Superintendent Hughes reported that the West Desert teachers have met with him about grounds keeping hours over the summer. Member Reil reported that community members are committed to helping create and maintain a landscape. Superintendent Hughes reported that he will meet with the West Desert teachers to begin preparation and advised Mr. Underwood to contact an electrician for the well problem. Mr. Underwood reported that teachers have reported that half of the baseball field is needed. Member Wall commended the District Office lawn. President Boswell thanked Mr. Underwood for his report.

Mr. Jeremy Snell, Business Administrator, was present to report on the financial issues throughout the District. Mr. Snell reported on the completion of the Special Education program on-site review. Mr. Snell reported that minor findings were reported on the financial section of the review. Mr. Snell reported on the completion of the School Land Trust program audit. Mr. Snell reported that no recommendations were made for the financial section. Superintendent Hughes commended the organization of the Trustland purchases by Mrs. Becky Jones. Superintendent Hughes reported that most findings were on Community Council transparency. Mr. Snell reported that the University of Utah owns a portion of property behind the old District Office. Mr. Snell reported that he had contacted the University for the possibility of being deeded the property. Mr. Snell reported that updating property descriptions on the campus of Eureka Elementary to be a single description. Mr. Snell reported that a walk through with the engineer, Superintendent Hughes and Mr. Underwood had taken place to create plan to improve the Eureka Elementary parking lot. Mr. Snell reported the positive experience outcome from Mr. Doug Wright and U.S. Senator Mike Lee's visit to the District. Mr. Snell commended Mr. Mark Allen's efforts to prepare the show. President Boswell thanked Mr. Snell for his report.

## **2. Board Training**

Superintendent Hughes reported that he and Member Young have established dates to perform the four sections of required Board training. Member Young presented Board members with the following dates and topics: July-Open Meeting Law, August-School Community Councils, November-Superintendent Evaluation, and December-Business Administrator Evaluation. Member Young reported that trainings on the topics will be done as a group. Superintendent Hughes reported that the training goal of the Board is focused on benefiting the Tintic School District Board of Education rather than obtaining the Master Board award. Superintendent Hughes reported that completing modules on the Powerup website is still encouraged.

Superintendent Hughes reported that Member Reil would like development in parliamentary procedure. Superintendent Hughes reported that he would like problem solving development to take place. Member Haynes reported that he would like to see development in problem solving and parliamentary procedure. Member Wall reported that she would like to see development in Board member's job descriptions and communication. Member Reil reported that he would like to see more teacher development and providing help for teachers to use technology. Member Young would like communication and understanding each other better and being comfortable voicing each opinion to be developed. President Boswell would like more development learning to work as a Board and not individually and communicating better among each other. Superintendent Hughes reported that he will take each item and list them in different months for training. Member Young reported that changing Board training and moving away from Master Boards will benefit the Board as a whole. Member Reil reported that the topics offered through Master Boards was slowing down the development of the Board. President Boswell reported that creating an individual Board development plan will benefit the Board of Education more.

### 3. Consent Agenda

Personnel:	Taylor Fell	New Hire	District Student Worker
	Ashley Holden	New Hire	District Student Worker
	Lily Wall	New Hire	District Student Worker
	Jacob Whitney	New Hire	District Student Worker
	Luke Thomas	Resignation	Tintic High School
	Sarah Swalberg	New Hire	PE/Health Teacher-THS
	Davin Johnson	New Hire	West Desert Student Worker

Minutes: April 23, 2018 Work Session/Meeting

Warrants: #00005141 to 00005194

Board members discussed the items included in the Consent Agenda.

Superintendent Hughes reported that Ms. Sarah Swalberg accepted the offer of the PE/Health teacher at Tintic High School. Superintendent Hughes reported that Ms. Swalberg is almost finished with her Spanish teaching endorsement to provide Spanish language instruction.

Member Reil asked Mr. Underwood if the current bus fleet will be sufficient for the next school year. Member Reil reported on a bus he found on the public surplus website. Mr. Underwood reported he will look into the bus. President Boswell asked Mr. Underwood how technicians are

selected to service the school buses. Mr. Underwood reported he had communicated with a local mechanic and asked for his bonding information to inspect and service the buses.

#### **4. Superintendent's Report**

Superintendent Hughes presented Board members the following items for consideration:

- June 2018 District/Board Calendar
- Enrollment Report
- Eureka Elementary Parking Lot Update
- Concurrent Enrollment Upgrades
- High School Graduations
- Negotiations Review
- Student Board Member Farewell
- July Board Meeting
- Retirement Recognition
- Staff Thank You Cards

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

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

Superintendent Hughes reported that Mr. Greg Thornock is trying to update the concurrent enrollment offerings to students. Superintendent Hughes reported that one of Mr. Thornock's goals is to offer up to five different classes in a single hour. Superintendent Hughes reported that another goal is to bring back graduating students earning their associates degree during their high school years. Superintendent Hughes reported that technology and equipment will need to be updated to facilitate the increased class offerings. Superintendent Hughes reported that Mr. Allen's technology office will be moved to the Tintic High School workroom and the guidance counselor office will be moved to the old Tintic High School candy room to allow the Tintic High School library to become the EdNet center.

Superintendent Hughes presented Board members draft versions of Tintic High School and West Desert High School Graduation programs. Superintendent Hughes reported that the programs included the graduating classes and a description of the order of events. Superintendent Hughes reviewed the start time of each graduation ceremony and the times Board members should arrive at each ceremony.

Superintendent Hughes reported that he and Mr. Snell have met with representatives from both certified staff and classified staff for negotiations and presented the insurance premium increase and WPU increase. Superintendent Hughes reported that the issue right now is the unknown personnel for the current openings at Tintic High School. Superintendent Hughes is hopeful to settle negotiations in June when personnel vacancies are filled.

Superintendent Hughes reported that Mr. Jesse Wall, Student Board Member, would not be attending the May Board meeting and Mr. Wall's student Board member certificate will be presented during the Tintic High School Awards Assembly.

Superintendent Hughes reported that he would like to settle on a single day in July to schedule a work session meeting. Superintendent Hughes reported that July 19, 2018 would be scheduled as the work day.

Superintendent Hughes presented two employees, Mrs. Jyll Okelberry and Mrs. Carol Rusby, as 2018 District retirees. Superintendent Hughes reported that the employees will be recognized towards the end of the June Board Meeting.

Superintendent Hughes presented thank you cards for the District employees who will be leaving the District after the 2017-2018 school year. Superintendent Hughes reported that a gift card will be included in the thank you card to each of the four employees.

***Board members adjourned the work session at 2:55 p.m.***

**1. Call to Order and Recognition of Guests**

President Boswell called the meeting to order at 3:00 p.m. and instructed the Business Administrator to call the roll.

**2. Pledge of Allegiance**

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

**3. 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 Reil, seconded by Member Wall, with the voting as follows:

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

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

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

**4. Student/Schools Recognition**

## **Eureka Elementary Teen/Tween Author Boot Camp Presentation**

Mrs. Amy Sorensen, Eureka Elementary First Grade Teacher, presented a video highlighting the Teen and Tween Author Boot Camps attended by students from Eureka Elementary and Tintic High School. Students Marissa Richardson, Kailee Carter, Stockton Hansen, Alyssa Grange, Kayleen Richardson, Sierra Richardson, Kinzley Davis, Wilseydee Richardson, Isabel Thornock, Kamryn Sorensen, Aiden Despain and Taleigh Laird reported on what they had learned at the boot camp, their favorite part and how they developed their writing skills. Mrs. Sorensen thanked the Board, Superintendent Hughes and school administrators for their support of this activity. President Boswell thanked students for their presentations. Superintendent Hughes asked Mrs. Sorensen if this will become an annual trip and Mrs. Sorensen said students would love to go back.

## **Tintic High School Band-San Francisco Trip Presentation**

Tintic High School Band students Mr. Mason Young and Mr. Dillon Underwood presented a video of the recent band trip to San Francisco. Mr. Young thanked the Board for the support and reported that he enjoyed the opportunity to visit California. Mr. Young thanked Superintendent Hughes for his dedication. President Boswell thanked the students and congratulated Superintendent Hughes and the Tintic High School Band on their success.

## **5. Reports**

### **School Administrators**

Mrs. Karen Kramer, West Desert Principal, reported that West Desert High School completed the SAGE testing. Mrs. Kramer reported that the Spring Munchies and Music event was successful. Mrs. Kramer reported that West Desert Elementary School students traveled to Ibapah for a pentathlon activity. Mrs. Kramer reported on the recent field trip to Lagoon and all of the students who attended enjoyed the day. Mrs. Kramer reported there was a school grounds clean up outside. Mrs. Kramer reported on the upcoming Korea Day for Cultural Awareness Day. Mrs. Kramer reported that students will be able to experience some of the foods from Korea and someone who spent time in Korea was going to Skype into the schools to talk to the students. Mrs. Kramer reported on the upcoming school clean up taking place inside the school. Mrs. Kramer reported that both schools will have an awards assembly for students. Mrs. Kramer reported on the upcoming graduation at West Desert High School.

Mrs. Karen Kramer, Tintic High School Assistant Principal, reported on the successful band dinner and concert at Tintic High School. Mrs. Kramer reported on the success of the Tintic High School Band at solo and ensemble and the state band festivals. Mrs. Kramer reported on the completion of the SAGE testing and the CTE state skills tests. Mrs. Kramer, Mr. Allen, Mr. Montgomery and Mr. Luke Thomas completed CTE state skills tests and 29% of the tests received a score of 80% or better. Mrs. Kramer reported on the successful talent show at Tintic High School. Mrs. Kramer thanked Superintendent Hughes for inviting her to attend the San Francisco band trip. Mrs. Kramer commended the students with well behavior. Mrs. Kramer reported on the upcoming scholarship assembly, class awards assembly, activities awards evening, yearbook distribution to students and locker clean out. Mrs. Kramer reported on the upcoming T-Night activities. Mrs. Kramer reported the cleaning projects and activities planned for T-Day on the last day of school. Mrs. Kramer reported on the upcoming graduation. Mrs. Kramer reported on the results of the state track and field competition and recognized Tintic

High School students who finished 6<sup>th</sup> place or better including Curtis Evans-1600 meter, Jacob Whitney-shot put, Braxten Peterson-long jump and high jump, Marie Brown-200 meter. Mrs. Kramer reported the success of the Tintic High School Golf teams. Mrs. Kramer commended Coach Jed Thomas, Coach Brittany Thomas, Coach Jason Jones and Coach Ray Schow for their dedication and success of the spring teams. Member Reil asked for an update on the possibility of a junior high wrestling team at West Desert. Mrs. Kramer reported that research is still being done on the legalities of the program. Member Reil reported that his daughter preferred the poly-com English class over the traditional English class being taught. Mrs. Kramer thanked Member Reil for the information. President Boswell congratulated Tintic High School for the awards earned.

Mr. Brian Ward, Eureka Elementary School Principal, reported on the recent school-wide field trip to Classic Skating. Mr. Ward thanked the volunteers that attended the field trip. Mr. Ward reported that the SAGE testing for grades 3-6 had been completed as well as end of the year school-wide testing. Mr. Ward reported that preschool and kindergarten had recently held their graduations. Mr. Ward thanked Mrs. Stephanie Grimstead and Mrs. Eileen Schow for arranging the graduations. Mr. Ward reported on the recent band concert and congratulated Superintendent Hughes for a great performance. Mr. Ward reported on the upcoming Spring Sing concert and commended Mrs. Jodie Hughes's efforts arranging the performance outside. Mr. Ward thanked the Eureka PTO for donating Eureka Elementary shirts to every elementary student. Mr. Ward reported that a goal for the School Land Trust plan was for have 82% of students on grade level in math. Mr. Ward reported that math measurement used a program called MobyMax. Mr. Ward reported that all students have been assessed and the results are 84.5% of students are at grade level in math. Mr. Ward thanked the Board for their support and reported that it has been a great year. President Boswell thanked Mr. Ward for his report.

## **6. Citizen Comments**

Mr. Bob Pagnani, Tintic Elks Lodge #711 Grants Chairman, presented the Community Impact Grant of \$2,000 to Mr. Brian Ward and Eureka Elementary to be used in the second, fourth and sixth grade STEM courses, a weather station and the school-wide music program. Mr. Pagnani reported that there will be a grant available for next year that can be applied for first, third and fifth grades STEM course. Superintendent Hughes thanked Mr. Pagnani for his efforts providing Tintic School District schools grants offered by the Elks Foundation.

## **7. Communication from Board Members**

Member Young asked for an update on the standing desk she requested for Mrs. Cynthia Kirgan's fifth grade classroom. Mrs. Jones reported the desk is in transit to the school District.

Member Young reported that she attended the San Francisco band trip and it was good to see the students enjoy the trip and experience.

Member Young reported that it will be a good change to have the Eureka Elementary Spring Sing separate from the band concert.

Member Young commended the recent Eureka Elementary band concert.

Member Young thanked Eureka Elementary for the field trip opportunity.

Member Reil reported on the recent unofficial school-wide party at Gandy warm springs.

Member Reil reported on the passing of Mr. John Simms.

Member Reil congratulated the 2018 graduates and thanked teachers and staff.

Member Wall congratulated the band and Superintendent Hughes for their awards earned in San Francisco.

Member Wall reported that she attended the state track and field competition. Member Wall congratulated coaches and athletes for a great season.

Member Wall thanked the Special Education department and teachers.

Member Wall thanked teachers for providing great opportunities for students.

Member Wall thanked administrators, teachers and staff for a great year.

Member Haynes thanked administrators, teachers and staff for a successful school year.

President Boswell expressed her appreciation to all staff members for the awards earned the opportunities that are provided to students and the District.

President Boswell wished everyone a good summer break.

## **8. Action Items**

### **Consent Agenda Approval:**

Personnel:	Taylor Fell	New Hire	District Student Worker
	Ashley Holden	New Hire	District Student Worker
	Lily Wall	New Hire	District Student Worker
	Jacob Whitney	New Hire	District Student Worker
	Luke Thomas	Resignation	Tintic High School
	Sarah Swalberg	New Hire	PE/Health Teacher-THS
	Davin Johnson	New Hire	West Desert Student Worker

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

### **Juab County Request Waiver of Fees**



Superintendent Hughes presented a facilities request form from Juab County Commission to request the use of West Desert High School to host a Juab County Commission Meeting on June 18, 2018.

Member Wall moved to approve the Juab County Request Waiver of Fees. Member Young seconded the motion. Motion carried with all members present voting in favor of the motion.

Superintendent Hughes challenged himself and Board members to recognize the good that is taking place within the District and to say “thank you” to employees personally.

President Boswell presented a thank you card from Mr. Luke Thomas thanking the Board for the support and encouragement during his employment.

Mrs. Kramer presented Board members Tintic High School yearbooks.

## **9. 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.

Meeting adjourned at 5:00 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on June 18, 2018 at 2:00 p.m. at the Tintic School District Office, 545 E. Main Street, Eureka, Utah.

Minutes submitted by:

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Jeremy Snell  
Business Administrator