

TINTIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES – AUGUST 2017 MEETING

Date: August 16, 2017
Time: 5:00 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 5:00 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
	Jesse Wall	Student Board Member arrived @ 4:45 p.m.

Members Excused: None

Prior to the Board of Education meeting, the Members of the Board met in a Board Work Session from 3:00 p.m. to 5:00 p.m., in which the following items were reviewed and discussed:

1. Master Board Training

Member Young discussed with Board Members what has been accomplished and marked off items in the Master Board Award pamphlet. Superintendent Hughes reported that December is the deadline to have requirements passed off for the Utah School Boards Association Conference in January. Member Young discussed completing a thirty second statement on positive outcomes of the district/state prior to the Board meeting. Superintendent Hughes and Member Young would like the statements to take place during Board communication on the Board meeting agenda. Member Haynes would like to prepare the thirty second statement and discuss the statements during Board meetings. Superintendent Hughes asked Board members if they would like to read their statements together or one Board member per meeting. Member Haynes suggested all Board members reading together. President Boswell would like to see all Board members reading together. Member Young discussed the completion of community engagement. Member Young reviewed the agreement of Board members visiting schools quarterly. Superintendent Hughes recommended visiting schools the first two weeks of school to avoid interruptions and to experience the excitement of the beginning of the school year. Superintendent Hughes reported that building administrators should be contacted prior to visits. President Boswell suggested visiting West Desert classes during the October Board meeting. Superintendent Hughes suggested visiting Callao school to observe the building condition and

possible re-opening of the school. President Boswell would like to visit Callao to get a better idea of the damage that was done. Mr. Snell suggested leaving earlier in the morning to allow more time to visit the Callao campus. Board members were positive on visiting the Callao campus prior to the October Board meeting. Member Young discussed the requirements for the school Community Council oversight. Superintendent Hughes reported that there are two options of training including visiting with Community Councils and participating in training with them or holding a separate training for Board members only. Member Haynes suggested doing the training during a Board work session. Member Young suggested Board Members read through the Board book and the Board minutes to better prepare for Board meetings. Member Young reported that reviewing the Board meeting materials will help the Board meetings be more organized and precise. Superintendent Hughes will contact USBA for information regarding coming to order in Board meetings to discuss in October's meeting. Member Young reviewed with Board members to have their thirty second statement ready for September's meeting. Superintendent Hughes reviewed that Member Young will research the community council training and he will gather more information on coming to order.

Superintendent Hughes addressed Board members regarding Board etiquette and the Board book printing options. Superintendent Hughes reported that Board members need to speak into their microphones to better aide the public hearing the Board member's comments. Superintendent Hughes reviewed the methods in addressing the Board President and making proper motions. Member Reil reported that he would like materials spelled out to familiarize Board members on the proper way to file a motion. Superintendent Hughes asked Board members if there were any that would like to have a printed Board book. Member Haynes responded that he would like a printed copy.

2. Reports

Mr. Brian Underwood, Maintenance Director, was present to report on maintenance and transportation issues throughout the District. Mr. Underwood thanked the custodian and summer student workers for their efforts in preparing the buildings for the upcoming school year. Mr. Underwood reported that the roofing project on the West Desert teacher housing has been completed. Mr. Underwood reported that the conversion of the West Desert High School gym lights has been completed. Mr. Underwood reported on the completion of the new furnace install in the old District Office building as well as the propane tanks, gas lines and the tank enclosure. Mr. Underwood reported that Delta Fire Systems had repaired the leaking sprinkler heads in the buildings. Mr. Underwood reported that the carpet had been taken out and replaced with tile in the special education classroom at Tintic High School. President Boswell commended Mr. Underwood and his staff for the beautiful grounds and clean buildings. Member Young asked Mr. Underwood for an update on the gym floor issues. Superintendent Hughes reported that he will update Board members on the gym floors during his report. President Boswell thanked Mr. Underwood for his report.

Mr. Mark Allen, Technology Director, was present to report on the technology issues throughout the District. Mr. Allen reported that he had been working with teachers and staff to prepare for the upcoming school year. Mr. Allen reported that the active directory system will be complete shortly, however, it will not be turned on until a meeting with teachers and staff. Mr. Allen reported that most the security camera project is wired and cameras will be installed soon in the school buildings. Mr. Allen reported that procurement using school Trustlands funds are

happening to purchase new devices for students. President Boswell thanked Mr. Allen for his report.

Mr. Jeremy Snell, Business Administrator, discussed with Board members the Truth in Taxation slideshow that will be presented during the public hearing. Superintendent Hughes discussed the projected items that may be completed with the approval of the tax rate. Superintendent Hughes asked Board members for their input on the information presented. President Boswell commended Mr. Snell's efforts in presenting the information and commenting the slideshow. Superintendent Hughes recommended making the print out of the slideshow larger for the public. Mr. Snell reported that he had invited Mr. Colby Park, the Juab County Assessor to the meeting.

3. Consent Agenda

Personnel: Brandy Kirgan Resignation District Office

Minutes: July 19, 2017 Work Session/Meeting

Warrants: #00004473 to 00004524

Board members discussed the items included in the Consent Agenda.

Superintendent Hughes discussed the details with Ms. Brandy Kirgan's letter of resignation. Superintendent Hughes reported that Ms. Kirgan will still be driving the morning bus route.

4. Superintendent's Report

Superintendent Hughes presented Board members the following items for consideration:

September 2017 District/Board Calendar
Board Policy DG1: Employee Evaluation Exhibit 1
Building Lease Agreement
Tuacahn Performance Opportunity
Gym Floor Discussion
USBA Policy Revisions Discussion
USBA Leadership Academy
Board Handbook

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

Superintendent Hughes reported that he will present the winter high school coaching assignments at the September Board meeting.

Superintendent Hughes reported that there are 120 Utah School Board Association Policy revisions that will be presented at the September Board meeting for the first reading.

Superintendent Hughes presented Board members their UHSAA Activity passes for the 2017-2018 season.

Board members adjourned the work session at 4:50 p.m.

1. Call to Order and Recognition of Guests

President Boswell called the meeting to order at 5:00 p.m. and instructed the Business Administrator to call the roll.

2. Pledge of Allegiance

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

3. Introduction of Student Board Member Jesse Wall

The Board welcomed Student Member Jesse Wall. Student Member Jesse Wall introduced himself to Board members. Student Member Jesse Wall reported that he along with the student body members would like to boost school spirit and incorporate new activities. Superintendent Hughes asked Student Member Jesse Wall to contact school administrators to gather information on activities to report on during the Board meetings. President Boswell welcomed Student Member Jesse Wall.

4. Reports

School Administrators

Mr. Greg Thornock, Tintic High School Principal, reported on the start of the baseball and volleyball seasons at Tintic High School. Mr. Thornock reported the Utah Professional Development Network hosted a professional development conference to train teachers and staff on differentiated education specifically special education needs. Mr. Thornock reported that plans for professional development are made for teacher work days. Mr. Thornock reported on the success of school registration. Mr. Thornock reported that new teacher and staff training was held prior to school starting to provide new teachers knowledge on how to start their teaching year. Mr. Thornock reported on the BYU Independent Study training that included staff from West Desert. Mr. Thornock reported on the success of the Tintic High School band camp. Mr. Thornock reported on the successful first day of school. Mr. Thornock expressed his excitement and optimism for the upcoming school year. Mr. Thornock reported on the success of the SAGE testing program Tintic High School utilized last school year. Mr. Thornock reported that Tintic High School will be utilizing an ACT boot camp in the spring. Member Reil asked for clarification on the SAGE testing program. Mr. Thornock reported on the research that was done by teachers to encourage students to perform their best on the SAGE tests. Mr. Thornock reviewed the activities that took place to promote the SAGE testing period. President Boswell thanked Mr. Thornock for his report.

Mrs. Karen Kramer, West Desert High School Principal, reviewed that the ACT boot camp will be required for all Junior class students to take during the school day. Superintendent Hughes asked if the boot camp would benefit the Sterling Scholar candidates. Mrs. Kramer reported that

the time frame of the ACT boot camp should benefit Sterling Scholar applicants. Mrs. Kramer reported that she has met with the West Desert teachers and staff. Mrs. Kramer reported that they discussed their concerns. Mrs. Kramer reported that Mrs. Angie Murphy attended the BYU Independent Study training. Mrs. Kramer reported that West Desert High School will use BYU Independent Study program as a blended learning to allow online math classes and provide many options for classes. Mrs. Kramer reported that math classes will not be broadcasted to West Desert High School. Superintendent Hughes reported that BYU Independent Study will assess the students and offer a variety of classes that were not offered through the Acellus program. Mrs. Kramer reported that through research, BYU Independent Study was the most cost effective and offered the most variety for teachers and students. Mrs. Kramer reported on the upcoming Back to School night at the West Desert schools. She and Mrs. Jyll Okelberry will be attending the activity and will plan with the community council members. Mrs. Kramer reported that she will be starting the Sterling Scholar program at West Desert High School. Mrs. Kramer will be working with Mr. Michael McDonald to provide fine arts options for West Desert High School. President Boswell thanked Mrs. Kramer for her report.

Mr. Brian Ward, Eureka Elementary School Principal, reported on an exciting first day of school. Mr. Ward reported that the motivating Opening Institute set the tone for the first day at his school with teachers and staff. Mr. Ward reported on the upcoming STEM Bus visting Eureka Elementary. Mr. Ward reported on the two-year STEM endorsement class that he and other teachers will be participating in to obtain their STEM teaching endorsement. Mr. Ward thanked Mr. Underwood for the great summer custodial work that prepared Eureka Elementary for the school year. Mr. Ward reported on the teacher and staff work days that were used to plan reading and math programs for the upcoming school year. Superintendent Hughes asked Mr. Ward for clarification on the Back to School night. Mr. Ward reported that the Back to School night will be held on September 5th at 6:30 p.m. President Boswell thanked Mr. Ward for his report.

Superintendent Hughes notified school administrators that Board Members would like to visit the schools and to keep dates or events in mind that would be a good opportunity for Board Members to observe.

5. Citizen Comments

No citizen comments were offered.

6. Communication from Board Members

Member Young welcomed staff members back and expressed her excitement for a new school year.

Member Reil reported that students are excited for the new school year.

Member Reil reported that students are excited for the solar eclipse. Mr. Thornock and Mrs. Kramer reported that high school students do not have glasses and would not be watching the eclipse. Mr. Ward reported that the sixth grade at Eureka Elementary has glasses and will be observing the eclipse. Superintendent Hughes reported that Utah Risk Management sent a letter to his office advising school districts to not hold events to watch the eclipse.

Member Reil expressed his excitement for the new school administrators and reported that they will do a good job.

Member Reil thanked Mr. Underwood and his staff for their hard work at the West Desert Schools.

President Boswell welcomed staff back to a new school year.

President Boswell commended the teacher and staff's efforts during the summer to prepare for the upcoming school year.

President Boswell commended the training at Opening Institute for being very informative.

Member Wall welcomed back teachers and staff and thanked them for their efforts during the summer break.

Member Haynes thanked teachers and staff and welcomed them back to the school year.

7. Action Items

Consent Agenda Approval:

Personnel:	Brandy Kirgan	Resignation	District Office
Minutes:	July 19, 2017 Work Session/Meeting		
Warrants:	#00004473 to 00004524		

Member Reil 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.

8. Student/Schools Recognition

Tintic High School Student Body Officers announced the cabinet members to Board members. Mr. Curtis Evans, Mr. Braden Holden and Mr. Jesse Wall presented Board members a slideshow on their experience at the Utah Freedom Academy. The student body officers reported that they were able to visit the Utah State Prison, Utah National Guard Air Base, the Utah State Capital, KUTV studios and were able to listen to very informative speeches. Each officer reported their most memorable moments from the Freedom Academy.

The Tintic High School Student Body Officers reported their plans for the 2017-2018 school year. They discussed several items including raising GPA requirements for the class officers, younger classmen dances separate from the older classmen, hosting a Freedom Week, implement more school spirit during homecoming week, recognize teachers during teacher appreciation week, acquire student IDs, keep the momentum of T-Night, updating the Blue Miner Pride program, and incorporating a senior pics activity. They discussed ideas to update the honor's banquet including raising the GPA requirement to 3.85, changing the speaker format and

recognizing students differently. President Boswell thanked Mr. Evans, Mr. Holden and Mr. Wall for their presentation and report.

9. Truth-In-Taxation Hearing

President Boswell welcomed guests to the truth-in-taxation meeting and asked Mr. Jeremy Snell, Business Administrator, to give the public a presentation explaining the issues related to the truth-in-taxation process. Mr. Snell discussed the necessity of the truth-in-taxation hearing, the increase in assessed valuations, the history of the District's property tax rates, and components of the tax rate process. Mr. Snell indicated the primary reason for going through the truth-in-taxation process and proposing the presented certified property tax rate is to prove local tax effort to allow the District's ability to collect State Guarantee funding. Mr. Snell stated the District is proposing a slight increase to the board local levy and the capital local levy. Mr. Snell explained that the District is not increasing the levy on the tax rate, the District is proposing to certify the same rate as 2016. Due to the increase in the assess valuation, the state of Utah displays the rate as an increase on the property tax notices. Mr. Snell explained the proposed uses of the increased capital and general property tax revenues. Various questions and comments were addressed by Board members from patron Mrs. Sue Renzello. Board members thanked Mr. Snell for his presentation and patrons for their support of the District.

Member Reil offered a motion to approve the proposed tax rates as presented. Member Wall seconded the motion. Voting in favor of the motion was unanimous.

10. Superintendent's Report Continued

Superintendent Hughes reported on his research with legal counsel regarding the options the District has on a building lease agreement. Superintendent Hughes presented a proposed rate for the rental of District buildings. Superintendent Hughes presented a lease agreement from an urban school district for an example to Board members. Member Reil asked about renting the same room out on different evenings for different activities. Superintendent Hughes explained as long as the activity did not interfere with education it will be allowed. Member Reil asked about having facilities that are not available for renting. Superintendent Hughes reported that all facilities are open for rental as long as a rental agreement is made in the District. Member Reil asked Superintendent Hughes for his suggestion on moving forward with a lease agreement. Superintendent Hughes is considering the possible revenue, costs, unforeseen situations, and the possible growth in the community. Superintendent Hughes reported he would like to see a guaranteed revenue with an established renter but Superintendent Hughes reported that legal decisions cannot be made that way. Member Reil is uncertain about not being able to legally deny a lease agreement based on the requested District facility. President Boswell asked if the status of the District as being public school district is making the District obligated to rent any empty room available at any time. Superintendent Hughes reported that the lease agreement is not address specific, it is facility specific. Superintendent Hughes reported that Board members need to be very clear on their denying reasons. Member Young clarified that the District cannot deny any business to rent due to their personal issues. Superintendent Hughes reported that no building can be left off the lease agreement and the denial needs to be clear and legally supported. Member Haynes asked about renting vacant buildings that do not service students such as the old District Office and/or Callao. Member Haynes would like to rent those facilities. Superintendent Hughes reported legal counsel advised having legal reasons to deny

organizations from renting one District facility over another. Mr. Snell reported that if the District is serious about creating a lease agreement, the document needs to be as clear as possible and ran as a legitimate business. Mr. Snell reported that having a precise lease agreement will encourage established businesses to proceed with a lease agreement with the District. Superintendent Hughes asked Board members if they would like him to proceed with legal counsel to develop a lease agreement. Member Haynes reported that he feels the District is not prepared at this time to move forward with a lease agreement. Member Wall reported that the rent amount and insurance requirement may help to weed out the non-established businesses. Member Wall reported that she is weary of proceeding with the development of a lease agreement. President Boswell reported that she feels the legal issues would be detrimental to the District. Member Reil would like to research to see if a specific building could be opened for rental only, instead of all the District facilities as a whole. Superintendent Hughes reported that he can ask legal counsel that question specifically. Member Reil gave the discretion to Superintendent Hughes and Mr. Snell on proceeding as the need arises. Member Young reported she would be more comfortable with higher rental and insurance amounts. Superintendent Hughes reported that he does not have any pressure from any renters at this time but this agreement does need to be worked on. President Boswell asked if the condition of the room would prohibit the ability to rent the facility. Superintendent Hughes reported that the condition of the room and/or building would be stated as-is in the agreement.

Superintendent Hughes reported on the upcoming Tintic High School Drama trip to the Tuacahan to perform during the pre-show. Superintendent Hughes reported that students will receive acting coaching and a history activity during the trip. Superintendent Hughes welcomed Board members to attend the activity. Member Wall and Member Young would like more information prior to making arrangements.

Superintendent Hughes reported on the status of the Tintic High School, West Desert High School and the District Auxiliary Gym condition. Superintendent Hughes reported that contact with legal counsel had been made. Superintendent Hughes reported that legal counsel contacted the floor contractor. Member Reil asked if the contractor had a contractor license. Superintendent Hughes reported that the license can be researched. Superintendent Hughes reported on updated procedures that will be followed for future projects with contractors. Superintendent Hughes reported that a new floor contractor has been brought into the schools and reported that the floors can be fixed at a cost. Member Reil suggested allowing students on the floor for the school year and work on fixing them during the summer. Member Reil suggested contacting the contractor's board to deal with the original floor contractor and avoid contacting legal counsel.

Superintendent Hughes reported that he has contacted all Board members regarding the USBA Leadership Academy. President Boswell reported that she does not think now is the best time to attend the USBA Leadership Academy.

Superintendent Hughes reported that he would like Board members to focus on the vision and mission statements and the Board goals. Superintendent Hughes reported that Board members should think about the Board's purpose.

11. Executive Session

Motion to adjourn to Closed Executive Session to review and discuss the character and professional competence of individuals, or physical or mental health of an individual, as

provided for in Utah Code § 52-4-205(1)(a) was offered by Member Young, seconded by Member Reil, 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 Young, seconded by Member Reil, with the voting as follows:

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

12. Adjournment

Member Reil 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 8:30 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on September 18, 2017, at 4:00 p.m. at the Tintic School District Office, 545 E. Main Street, Eureka, Utah.

Minutes submitted by:

Jeremy Snell

Business Administrator