

# **TINTIC SCHOOL DISTRICT**

## **BOARD OF EDUCATION**

### **MINUTES – DECEMBER 2017 MEETING**

Date: December 18, 2017  
Time: 2:00 p.m.  
Location: Tintic School District Offices  
Eureka, Utah

#### **1. Call to Order**

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
	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 @ 3:45 p.m.

Members Excused: None

#### **2. 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 Wall, seconded by Member Young, with the voting as follows:

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

### **3. Reports**

Mr. Ron Stewart, auditor for Gilbert and Stewart, CPAs, presented the Board with copies of the District's independent audit report for the fiscal year ending June 30, 2017. Mr. Stewart discussed his role and duties as the District's independent auditor. Mr. Stewart reviewed his schedule of findings and reviewed his recommendations for implementing additional internal controls procedures and posting Board minutes on the public notice website. Mr. Stewart discussed various state compliance auditing standards. Mr. Jeremy Snell, Business Administrator, thanked Mr. Stewart for his help and commended him for his professionalism and support. Board members thanked Mr. Stewart for his efforts in compiling the audit report.

Mr. Mark Allen, Technology Director, was present to report on the technology issues throughout the District. Mr. Allen thanked Mr. Brian Underwood, Maintenance Director for his help installing the cameras at Tintic High School. Mr. Allen reported that past tech requests have been satisfied. 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 maintenance projects are being completed. Mr. Underwood reported on the status of the security camera installation. Mr. Underwood reported that the boilers have working properly. Member Reil asked Mr. Underwood if the bus driver vacancy had been fulfilled. Mr. Underwood reported that there has been a transfer internally in the District to fulfill the vacancy. Mr. Underwood thanked Board members and District Office staff for the holiday party. 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 new agreement with National Benefit Services to consolidate payments for payroll deductions. Mr. Snell reported that National Benefit Services will streamline the payroll process. Mr. Snell reported on the outstanding retiree payments and that he is researching a method for payment. Mr. Snell thanked Mr. Stewart for his patience and guidance and asked Board members if payment can be made for his services. Board members approved the payment. Mr. Snell thanked Mrs. Becky Jones for the help provided during the audit process. Superintendent Hughes expressed his appreciation for Mr. Snell, Mr. Allen, Mr. Underwood and Mrs. Jones. President Boswell thanked Mr. Snell for his report.

### **4. Consent Agenda**

Personnel:	Jyll Okelberry	Retirement	District Office
	Jason Jones	Reassignment	Tintic High School
	Marisa Nielsen	Reassignment	Tintic High School

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Warrants: #00004706 to 00004829

Board members discussed the items included in the Consent Agenda.

Member Young asked when the advertisement for the custodial position would be made public. Superintendent Hughes reported the position will be open soon.

Member Reil asked when the District counseling position will be announced. Superintendent Hughes reported that he will contact the State Board of Education to determine the qualifications and work with Mr. Snell to evaluate the salary schedule.

## **5. Superintendent's Report**

Superintendent Hughes presented Board members the following items for consideration:

- January 2018 District/Board Calendar
- Enrollment Report
- Proposed 2018-2019 School Year Calendar
- USBA Annual Conference
- Adult Education Program Outreach Opportunity
- Board Member Pictures
- Student Access Gate on West Fence
- Callao Building Update
- Foodservice Procurement Review Closing

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

Superintendent Hughes reviewed the months available to perform the Superintendent Contract Renewal. President Boswell would like the renewal to take place during the January 2018 meeting.

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

Superintendent Hughes reviewed the proposed 2018-2019 school year calendar. Superintendent Hughes reviewed the length of the winter break and reported that school starting on a Tuesday would eliminate school going past Memorial Day. Superintendent Hughes reviewed the back to school night including required attendance by teachers and taking place prior to the start of school. Member Young reported that she is in favor having a back to school night take place before school starts. Member Wall reported that she is in favor having graduations in May.

Superintendent Hughes reported on the recent contact with Mr. Nick Castleton, Eureka City Mayor, on a potential outreach program to benefit students in the Adult Education Program. Superintendent Hughes reported that if district facilities would be needed, it would be covered under the Adult Education Program.

Superintendent Hughes reported that Board Members will have pictures taken during the January Board Meeting.

Superintendent Hughes reported on the possibility of a student access gate on the west side of the Tintic High School parking lot. Superintendent Hughes reviewed the costs and labor associated with installing a vehicle access gate. Superintendent Hughes reported on the possibility of installing a walking gate having minimal costs. Member Haynes reported that he had been contacted by Eureka City officials. Member Haynes suggested city sidewalks being plowed to

eliminate students walking on the streets. Member Young reported that she had been contacted by Eureka City Officials and she does not support the District funding the access gate. Member Young is concerned about the maintenance on the Eureka City property side of the fence.

### **1. Recognition of Guests**

President Boswell welcomed guests.

### **2. Pledge of Allegiance**

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

### **3. Student/Schools Recognition**

#### **Tintic High School Wrestling Team Presentation**

Mr. Mike Tromble, Tintic High School Head Wrestling Coach, thanked Board members for their support of the wrestling program. Mr. Tromble thanked Mr. Greg Thornock for his help as the Wrestling Assistant Coach. Mr. Tromble introduced each wrestler on the team. Mr. Braxton Farnsworth, Mr. Curtis Mower, Mr. Weston Kunz, Mr. Gage Christensen, Mr. Owen Larson, Mr. Chance Atwood, Mr. Aiden Despain, Mr. Robert Gifford, Mr. Kyle Terry and Mr. Neut Kunz reported on their positions on the team and their winnings thus far in the season. Mr. Thornock expressed his gratitude to Mr. Tromble, Superintendent Hughes and parents. Mr. Tromble thanked Mr. Lloyd Larson and Mr. Ryan Despain for volunteering to help the wrestling program.

#### **West Desert Schools Thanksgiving Tuesday Presentation**

Mrs. Karen Kramer, West Desert High School Principal, presented a slideshow about the recent Thanksgiving Tuesday event at the West Desert Schools. Mrs. Kramer thanked Mrs. Angie Murphy for the slideshow and all her work for the West Desert Schools.

### **4. Reports**

#### **Student Board Member**

Student Board Member, Jesse Wall, reported that the Tintic High School Boys and Girls Basketball seasons have been underway. Student Member Wall reported on a recent fundraiser to benefit the Tintic Girls Basketball Team that included a shoot-a-thon. Student Member Wall reported on the recent Tintic High robotics team competition and the improvement of the team. Student Member Wall reported on the success of the new spirit squad. Student Member Wall reported on the Senior Flix activity. Student Member Wall reported on the upcoming Start Wars themed holiday party before winter break. Student Member Wall reported on the deliveries of poinsettias to Eureka residents. Student Member Wall reported on the foods class restaurant activity. President Boswell thanked Student Member Wall for his report.

#### **School Administrators**

Mr. Greg Thornock, Tintic High School Principal, reported on the continuation of winter sports at Tintic High School. Mr. Thornock reported on the recent professional development provided by Utah Professional Development Network during the latest staff work day. Mr. Thornock reported on an assembly presented by the University of Utah medical department that discussed the various health field occupations and performed a dissection of a cow's heart. Mr. Thornock reported that the heart was donated to Tintic High School. Mr. Thornock reported on the success of the recent shoot-a-thon fundraiser to benefit the Tintic High School Girls Basketball team. Mr. Thornock reported on the success of the robotics team and commended Mr. Montgomery's efforts to create a successful and competing robotics team. Mr. Thornock reported on the Secret Santa program happening among Tintic High School Staff. President Boswell thanked Mr. Thornock for his report.

Mr. Brian Ward, Eureka Elementary School Principal, thanked Board members for the holiday party. Mr. Ward reported on the completion of the required NetSafe assembly. Mr. Ward reported on the picture retakes. Mr. Ward reported on the recent Christmas Concert. Mr. Ward reported on the recent Santa visit hosted by the Eureka PTO. Mr. Ward reported on the successful Little Caesar's pizza kits fundraiser to benefit Eureka Elementary. Mr. Ward reported on the recent RadKids graduation. Mr. Ward reported on the upcoming Operetta. Mr. Ward reported on a Home Reading Party and field trip that will include the students attending a tour of Eureka Fire Station and receiving a free ice cream. Superintendent Hughes commended the efforts of the Eureka PTO. President Boswell thanked Mr. Ward for his report.

Mrs. Karen Kramer, West Desert High School Principal, reported on the recent Thanksgiving Tuesday activity held at the West Desert Schools. Mrs. Kramer reported on the upcoming waffle breakfast for a holiday activity and the gift exchange planned among the student body. Mrs. Kramer reported on the upcoming music and munchies talent show before the winter break. Mrs. Kramer reported on the recent West Desert High Girls Basketball game at Dugway. Mrs. Kramer reported that the new uniforms for the West Desert High Girls Basketball team turned out really well. Mrs. Kramer reported on her recent visit to the West Desert Schools, she was able to do formal observations on teachers and visit with other staff and students. Mrs. Kramer thanked Board Members for attending the restaurant activity at Tintic High School. President Boswell thanked Mrs. Kramer for her report.

## **5. Citizen Comments**

Mrs. Cynthia Kirgan, Teacher Education Association President, thanked Board Members for the District holiday party and expressed that all the teachers enjoyed the evening.

## **6. Communication from Board Members**

Member Haynes thanked the District Office staff for hosting the holiday party.

Member Haynes thanked Mr. Brian Ward for allowing the party at Eureka Elementary.

Member Wall thanked staff for the holiday party and was impressed with the number of employees who attended.

Member Wall wished staff happy holidays.

Member Reil thanked staff for the holiday party and reported that his family had a good time.

Member Reil thanked teachers and staff for their hard work.

Member Young expressed her excitement in hearing about wrestling and the robotics team at Tintic High School and all the opportunities the teachers and staff provide for education.

President Boswell commended the Eureka Elementary Christmas concert.

President Boswell thanked the teachers and staff for their presentation during the Board Meeting.

President Boswell wished teachers and staff a happy holidays and an enjoyable break.

President Boswell presented a thank you card from Eureka Elementary for the holiday party and the employee bonus.

Presented Boswell presented a thank you card from Mr. Mario Johnson, West Desert Elementary School Teacher, for the holiday party and the employee bonus.

## **7. Action Items**

### **Consent Agenda Approval:**

Personnel:	Jyll Okelberry	Retirement	District Office
	Jason Jones	Reassignment	Tintic High School
	Marisa Nielsen	Reassignment	Tintic High School

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

### **Tintic High School Band Funding Request**

Mr. Curtis Evans, Mr. Braxten Peterson and Mr. Jesse Wall, Tintic High School Band Representatives, presented Board Members with a request for funding application, letter and a transportation quote for the upcoming band trip to San Francisco. Each student expressed their personal memories of previous band trips. Superintendent Hughes reported that the approved amount can be discussed with the Business Administrator.

Member Wall moved to approve the Tintic High School Band Funding Request. Member Young seconded the motion. Motion carried with all members present voting in favor of the motion.

### **Tintic High School Trustland Plan Amendment**

Mrs. Karen Kramer, Tintic High School Assistant Principal, presented the amendment to the Tintic High School Trustland plan. Superintendent Hughes asked for clarification about the community council approval rating. Mrs. Kramer reported that two members were absent but email communication had been made to receive approval. Member Reil asked if audio equipment was allowed to be purchased with School Trustland money. Mrs. Kramer reported that the equipment will be used in various classrooms to provide better presentations.

Member Young moved to approve the Tintic High School Trustland Plan Amendment as presented. Member Wall seconded the motion. Motion carried with all members present voting in favor of the motion.

### **West Desert High School Trustland Plan Amendment**

Mrs. Karen Kramer, West Desert High School Principal, presented the amendment to the West Desert High School Trustland plan.

Member Reil moved to approve the West Desert High School Trustland Plan Amendment as presented. Member Young seconded the motion. Motion carried with all members present voting in favor of the motion.

### **Board Policy FA: Students Equal Educational Opportunities Revision First Reading**

Superintendent Hughes presented Board members with the Board Policy FA: Students Equal Educational Opportunities revision adding Superintendent Hughes' name as the Title IX Coordinator.

Member Wall moved to suspend the third reading rule and adopt Board Policy FA: Students Equal Educational Opportunities revision as presented. Member Reil seconded the motion. Motion carried with all members present voting in favor of the motion.

## **8. Superintendent's Report Continued**

Superintendent Hughes reported that he contacted Utah Risk Management about the damage at the Callao school building. Superintendent Hughes reported that the District will need to obtain two bids to repair the building and Utah Risk Management will approve the claim based on assessment. Superintendent Hughes reported that Mr. Brian Underwood will begin contacting contractors to obtain quotes. Superintendent Hughes reported that discussion will continue to determine the future of the building and property.

Superintendent Hughes presented Board members a letter from the Utah State Board of Education stating the Procurement Review of the Child Nutrition Program has been completed and all corrective action responses have been determined to be complete and satisfactory.

Superintendent Hughes provided Board members schedules for Tintic High School Girls Basketball and Tintic High School Wrestling. Mrs. Karen Kramer provided Board members a schedule for West Desert High School Girls Basketball.

## **9. Board President Evaluation Review**

President Boswell reported that at the conclusion of the Board evaluation performed in the November Board meeting, Mr. Richard Stowell, Utah School Boards Association Executive Director, suggested Board members research articles on rural schools. President Boswell asked Superintendent Hughes to provide Board members articles on rural schools for discussion in the January Board meeting. Superintendent Hughes asked for specific topics that would be of interest to Board members. President Boswell would like articles on funding in rural schools. Member Young reported to obtain a level two in Master Board requires a course on professional learning communities and this research may apply for a future meeting.

## **10. 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 Wall, with the voting as follows:

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

## **11. 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 5:55 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on January 22, 2018, at 4:00 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