

**TINTIC SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES – JULY 2017 MEETING**

Date: July 19, 2017
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

Members Excused: None

Prior to the Board of Education meeting, the Members of the Board met in a Board Work Session from 8:00 a.m. to 3:00 p.m., in which the following items were reviewed and discussed:

1. Master Board Training

Member Young led Board members through the USBA Powerup training on School Finance II. The Board review material on school finance and participated in the quiz. Member Young and Superintendent Hughes will meet to create a schedule for USBA Powerup trainings for the remainder of the year. Member Young instructed the Board that some of the training required to obtain the Master Board Training level one cannot be completed during a Board meeting and will need to be done on personal time.

2. Board Handbook

Superintendent Hughes presented the Board a first draft of the board handbook. Board members discussed the contents of the handbook. Superintendent Hughes will continue to work on the material to move towards adopting the handbook. Superintendent Hughes discussed with the Board the need to revise the Board strategic vision. Member Wall would like to have a handbook for Board members. Member Reil thought the draft was a good starting point for adopting a Board handbook. President Boswell would like to see a handbook adopted.

3. Consent Agenda

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Board members discussed the items included in the Consent Agenda.

Superintendent Hughes discussed the issues with the refinishing of all three gym floors done by AWS Flooring and advised the Board that procedures will change when paying invoices for work performed by contractors.

4. School District Buildings and Grounds Tour

Superintendent Hughes discussed the Truth in Taxation meeting that will be held in August and advised the Board to observe the various issues on District grounds. Superintendent Hughes asked the Board to consider changing the August Board Meeting to August 16th to coincide with the Truth in Taxation hearing.

Superintendent Hughes led Board members on a tour of Eureka Elementary, Tintic High School, the District Office, the old District Office building and District grounds and discussed various issues with each area.

Superintendent Hughes reviewed the positive changes that have happened with District property including technology advances, gym floor renovations, new carpet and new flooring. Mr. Snell discussed the positive state the District buildings and grounds are in and commended the efforts of maintenance and custodial staff for maintaining the property as well as they have. Member Wall commended the efforts of the West Desert staff for maintaining the West Desert schools.

5. Facility Planning and District Improvement

Business Administrator, Mr. Jeremy Snell, asked the Board what the focus should be if the Truth in Taxation is approved. Mr. Snell presented the Board a history of Tintic School District's tax rate from 1999. Mr. Snell discussed that the Board has levied the certified rate as presented by Juab County. Mr. Snell explained that if the Board would accept the certified rate for tax year 2018, it would be the lowest tax rate the District has accepted and advised the Board it would not be wise for the District to do. Mr. Snell reported that anything above a .007121 tax rate, as presented by the Juab County Auditor, would require a Truth in Taxation hearing. Mr. Snell reported that by leveeing the same District tax rate and bumping the capital levy and Board levy, the District would still be eligible to participate in the guaranteed programs through the state.

Mr. Snell reported that the Juab County Assessor has increased all Eureka properties approximately thirty percent for assessed evaluation. Mr. Snell reported on other taxing entities in Juab County that are going through Truth in Taxation and reported that about 73% of school districts are also going through the process this year.

Superintendent Hughes discussed the negotiation report from other school districts in the state of Utah to show the starting teacher yearly salaries. The Board discussed the options for teacher

retention and recruitment. Superintendent Hughes asked the Board for their opinion on the first year teacher salary and the salary schedule. Member Reil suggested starting first year teachers at \$38,000 then negotiate the entire schedule to raise the wages.

Superintendent Hughes asked each Board member for their input on projects to utilize the gain from the Truth in Taxation.

Member Reil reported about the math teacher shortage at West Desert High school, the landscaping needs, providing a storage container for each teacher, re-opening Callao school if it makes financial sense and repairing the Eureka Elementary parking lot. Superintendent Hughes would like guaranties from the families who would like their children to attend Callao school. Superintendent Hughes discussed some of the financial and personnel issues regarding re-opening Callao school.

Member Young reported she would like repairs to be done to the parking lot at Eureka Elementary and safety to be considered for the students entering and leaving the building.

President Boswell reported she would like repairs to be done to the parking lot at Eureka Elementary as well. President Boswell is concerned about Risk Management being concerned for the safety of children. Superintendent Hughes reported that there are no guidelines for loading and unloading of students at schools from Risk Management. President Boswell asked about signs and/or striping being installed for traffic control. Superintendent Hughes reported that the condition and size of the current parking lot prohibits a drastic change. Member Wall suggested teachers walking students to the bus.

Member Wall reported she would like the parking lot at Eureka Elementary to be repaired and the Tintic High School track area to be rebuilt for students and the community.

Member Haynes reported that he would like the gym floors to be repaired from the recoating done by AWS Flooring and the demolition of the old boiler room at Eureka Elementary.

Superintendent Hughes reviewed with the Board the items discussed including teacher recruitment and retention, student safety and the conditions of the Eureka Elementary parking lot and possibilities of enhancing the track facilities at Tintic High School.

Board members adjourned the work session at 2:50 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

President Boswell led those in attendance in the Pledge of Allegiance.

3. Communication from Board Members

Member Wall thanked District employees for their work over the summer.

4. Citizen Comments

No citizen comments were offered.

5. Action Items

Consent Agenda Approval:

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

Tintic Silver Jubilee Committee Facilities User Request Waiver of Fees

Mrs. Kathy Garbett was present to request the Tintic High School parking lot for the Tintic Silver Jubilee parade line-up on August 19, 2017. Member Haynes offered a motion to approve the waiver of fees for the Tintic Silver Jubilee Committee. Member Wall seconded the motion. Motion carried with all members present voting in favor of the motion.

Juab County Economic Development Facilities User Request Waiver of Fees

Mr. Brent Boswell, Juab County Economic Development, was present to request the Tintic High School parking lot and District Office Commons room for the Six County Association of Governments Congressional Briefing on August 1, 2017. Eureka City Mayor, Nick Castleton was also present and said that there may be extra seats available for any school member who would be interested in registering. Member Haynes offered a motion to approve the waiver of fees for the Six County Association of Governments Congressional Briefing. Member Wall seconded the motion. Motion carried with all members present voting in favor of the motion.

Board Policy Revision DEE: Employee Compensation and Benefits – First Reading

Superintendent Hughes presented Board members with Board Policy DEE: Employee Compensation and Benefits. Superintendent Hughes discussed the changes made to Policy DEE including updating the maximum rollover of sick leave to 120 days, updating the bereavement leave to four days to follow the four-day school week and updating the Utah Retirement Systems to 30 hours or more for full-time employees to follow the state law.

Member Wall offered a motion to suspend the three-reading rule and adopt the revisions made to District Policy DDE: Employee Compensation and Benefits as presented. Member Reil seconded the motion. Voting in favor of the motion was unanimous.

6. Superintendent's Report

Superintendent Hughes presented Board members the following items for consideration:

- August 2017 District/Board Calendar
- Board Policy DG1: Employee Evaluation Exhibit 1
- Juvenile Justice Amendments
- USBA Leadership Academy
- USBA Thank you Letter
- Committee Assignments-HB239/USBE and Snow College Enhancement
- Employee Appreciation Evaluation and Discussion
- District Office Building Request

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

Superintendent Hughes reported that he will discuss Board Policy DG1: Employee Evaluation Exhibit 1 during the August Board Meeting due to time constraints.

Superintendent Hughes reported on the significance of the Juvenile Justice Amendments. Superintendent Hughes discussed the truancy violations being handled in-house instead of going to a court. Superintendent Hughes reported juveniles cannot be sent to court for tobacco and alcohol violations on school campus, youth court in the schools will be responsible for prosecution. Superintendent Hughes reported that districts are working with legal counsel for guidance on how to proceed. Superintendent Hughes reported that rural districts have wrote letters to Governor Herbert to express their concerns.

Superintendent Hughes presented the Board about a leadership academy hosted by Utah School Boards Association and asked the Board if they would like to attend. President Boswell asked Superintendent Hughes if he felt attendance should be made by the Board members. Superintendent Hughes reported that he is not aware of an agenda or topics that would be covered. Superintendent Hughes reported that the training would be extensive and may be excessive for the registration fee. Superintendent Hughes reported that he would contact USBA to obtain more information.

Superintendent Hughes presented Board members a letter from the Utah School Boards Association thanking the school district for paying their annual dues.

Superintendent Hughes presented the Board of two new committees, the Snow College Enhancement Committee and co-chair the HB239 Committee, which he has been asked to serve on. Superintendent Hughes reported that both committees are important to education and will pull him away from the District additional days throughout the year. Superintendent Hughes asked the Board for their approval to serve on the committees. Member Reil asked if another member of the administration could attend the meetings for Snow College. Member Reil reported that he felt Superintendent Hughes would make the best decision for students. President Boswell asked Superintendent Hughes if he felt he could handle all the different assignments. Member Haynes reported that if it was beneficial to the schools, Superintendent Hughes should be involved. Member Young asked Superintendent Hughes if he wants to be involved in the committees. Superintendent Hughes reported that he is at a disadvantaged because he still teaches. Superintendent Hughes reported that the longevity demographics has changed among rural Superintendents. President Boswell reported that it is to Superintendent Hughes and Mr.

Jeremy Snell's credit to be asked to serve on these committees. President Boswell told Superintendent Hughes to use his discretion on participating on the committees. Superintendent Hughes reported that he may not agree to both committees, possibly just one.

Superintendent Hughes reported on a request from a patron to rent a space to run a daycare in the old District Office building. Superintendent Hughes reported that he had been in contact with legal counsel and discussed some considerations for the Board to think about renting District property. Member Haynes asked if it is a legitimate request. Member Wall is open to renting and asked if the requestor understands all the regulations a daycare is required to follow. Member Young would like to look into renting facilities and asked if any liability will fall back onto the District regarding the daycare facilities. Mr. Snell reported that if the Board makes the decision to rent District property, legal counsel will need to be sought to create procedures and rental contracts. Member Reil reported that he would be interested into renting available District property to other businesses. Member Haynes asked if a monetary amount has been established. Superintendent Hughes reported that he is seeking advice from the Board if he should proceed investigating more. Member Young asked if the requestor is an established business, she is cautious about proceeding if it is a new business. Superintendent Hughes would like advice on renting a District facility or not. Member Reil would like to rent but to add a stipulation that research is to be done to ensure the safety of the District. President Boswell reported that she would like Superintendent Hughes to look into creating a rental agreement. Member Reil would like to see a procedure on what facilities would be available to rent. Superintendent Hughes will contact the requestor to begin their research on daycare requirements and he can contact legal counsel for the District's requirements.

Superintendent Hughes evaluated and discussed the employee appreciation program that has taken place including lunches, holiday parties, end of the year swimming parties and gifts. Superintendent Hughes asked the Board for input on their preferences on employee appreciation. President Boswell reported that employees receive the appreciation very well and all the items have been well thought out. Member Haynes and Member Wall agreed with President Boswell.

Eureka City Mayor, Mr. Nick Castleton, approached the Board about using the District Office Auxiliary gym for a Jazz player appearance to promote the Jr. Jazz Program. Mr. Castleton understands that the paperwork would not be in for approval by the deadline requested. Superintendent Hughes asked Mr. Castleton to have paperwork turned in and contact be made to schedule the needed facility.

7. 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 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

Superintendent Hughes reminded Board Members that the August Board Meeting has been changed to Wednesday, August 16, 2017 and he will notify the Board with a time as soon as he has it.

8. Adjournment

Member Haynes 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 5:15 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on August 16, 2017, at the Tintic School District Office, 545 E. Main Street, Eureka, Utah.

Minutes submitted by:

Jeremy Snell
Business Administrator