

TINTIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES – JUNE 2017 MEETING

Date: June 19, 2017
Time: 2:00 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 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

Members Excused: None

Prior to the Board of Education meeting, the Members of the Board met in a Board Work Session from 12:00 p.m. to 2:00 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 on his recent UETN Technology Summit. Mr. Allen reported the conference was beneficial to the District's technology knowledge. Mr. Allen updated the Board on the status of the new wireless access, active directory and security camera projects he has been working on throughout the summer. Mr. Allen reported that he will be spending time at the West Desert schools to install the security cameras and wireless access points. President Boswell asked Mr. Allen about the security camera coverage. Superintendent Hughes reported that since the original discussion of camera placement in January's Board meeting, there have been three cameras added to provide better coverage. 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 on the continuation of the summer projects. Mr. Underwood reported that he has received all the new LED lights for the gym at West Desert High School. Mr. Underwood reported that contact has been made with American Chiller for a start date on the boiler install at Eureka Elementary. Member Wall thanked Mr. Underwood for the machine repair in the fitness center. President Boswell commended Mr. Underwood and his employees for the appearance of the school grounds. Mr.

Underwood reported that he has been in contact with two contractors for a bid to demolish the old boiler at Eureka Elementary. Superintendent Hughes reported that Member Haynes has been in contact with a contractor for demolition as well. President Boswell thanked Mr. Underwood for his report.

2. Master Board Training

Member Young discussed the USBA Powerup training on School Finance II. Member Young instructed Board members to review the information and take the quiz prior to the July Board Meeting to prepare for discussion during the meeting. Member Young and Superintendent Hughes informed Board members that the training is informative and asked the remaining members who have not participated in the training to do so by the July meeting.

3. 2017 Budget Review

Mr. Jeremy Snell, Business Administrator, presented Board members with copies of the District's proposed budgets for the current and upcoming fiscal years. Mr. Snell reported that he had created the document from research of other districts and the District's needs to represent the 2017 budget. Mr. Snell reviewed the document and the funds included in the budget.

Mr. Snell reported that the District's assessed evaluation has increased which results in a lower tax rate if the District chooses to levy the same tax rate for the next year. Mr. Snell explained local tax effort and how the state funds school districts based on their tax effort. President Boswell asked Mr. Snell for his recommendation on when to enter discussion for truth in taxation. Mr. Snell recommended beginning truth in taxation for the next fiscal year to allow time to create a financially responsible goal for the funding. Superintendent Hughes reported that truth in taxation should be happening every year with a specific goal to create consistency with the public. President Boswell recommended continuing the conversation on the truth in taxation into the regular Board Meeting.

4. Consent Agenda

Personnel: James Montgomery – Tintic High School Math Teacher
Gregory Thornock – Tintic High School Principal
Karen Kramer – Tintic High School Assistant Principal/West Desert High
and West Desert Elementary School Principal

Minutes: May 15, 2017 Work Session/Meeting

Warrants: #00004306 to 00004387

Board members discussed the items included in the Consent Agenda.

Superintendent Hughes discussed the various personnel changes throughout the District.

Board members adjourned the work session at 1:50 p.m.

1. Call to Order and Recognition of Guests

President Boswell called the meeting to order at 2:00 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. Tintic High School Diploma Presentation

Tintic High School Administration addressed the Board and community members and Mr. Greg Thornock recommended Mr. Nathaniel Brinkworth for graduation. Superintendent Hughes invited the Board, Tintic High School teachers and advisors to present Mr. Brinkworth his diploma.

4. Citizen Comments

No citizen comments were offered.

5. Communication from Board Members

Member Haynes reported on his contact for demolition of the boiler at Eureka Elementary.

Member Wall commended the efforts of administrators and teachers for the Tintic High School graduation ceremony.

Member Reil thanked the school administrators for the Tintic High School graduation ceremony.

Member Reil thanked members for their attendance at the West Desert High School graduation ceremony.

Member Reil reported that open gyms have been taking place for basketball at West Desert High School.

Member Young thanked the school administrators for their time and effort for the Tintic High School graduation ceremony.

Member Young thanked Coach Ward, Coach Thomas and Coach Snell for their extra tournaments and practices for extra-curricular activities during the summer.

President Boswell commended the administrators for the Tintic High School graduation ceremony.

President Boswell thanked Member Reil for his attendance at the Tintic High School graduation.

President Boswell commended the efforts of Eureka Elementary staff in hosting summer school activities. Superintendent Hughes reported he spoke with Mrs. Bariann Haynes about the summer school program and Mrs. Haynes feels it has been a positive experience for children.

Member Wall commended the West Desert High School graduation ceremony.

President Boswell congratulated recent graduate Mr. Brinkworth.

President Boswell congratulated Mr. Greg Thornock and Mrs. Karen Kramer on their new titles as principal and assistant principal.

President Boswell presented a thank you card from the Troy Jones' Family thanking the Board for the support.

6. Budget Hearing

Mr. Jeremy Snell, Business Administrator, presented Board members with copies of the District's proposed budgets for the current and upcoming fiscal years. A motion to accept the proposed budget for 2017-2018 fiscal year and to amend the ending budget for the 2016-2017 fiscal year was offered by Member Wall and seconded by Member Reil. Votes in favor of the motion were as follows: Heather Young - "Aye", John Reil - "Aye", Janice Boswell - "Aye", Helen Wall - "Aye", Ted Haynes - "Aye". Voting in favor of the motion was unanimous.

7. Action Items

Consent Agenda Approval:

Minutes: May 15, 2017 Work Session/Meeting

Warrants: #00004306 to 00004387

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

Board Policy Revisions-First Reading

Superintendent Hughes presented Board members with the following proposed District policy revisions/adoptions:

District Policy DDE: Technology Security Policy Code: 119

Superintendent Hughes reported that new technology and security policies are required to be in place by July 1 of the new school year. Superintendent Hughes reviewed district policy DDE: Technology Security Policy Code: 119 and discussed various sections of the policies. Superintendent Hughes asked for Board members to designate two individuals to be security

plan operators. Superintendent Hughes recommended Mr. Mark Allen and President Boswell recommended Superintendent Hughes to be the security plan operators.

District Policy DDF: Data Governance Plan

Superintendent Hughes discussed district policy DDF: Data Governance Plan. Superintendent Hughes reported it is a initiative from the State Board of Education. Superintendent Hughes reviewed the District's role to protect student and employee's privacy.

District Policy DEEA: Retirement

Superintendent Hughes discussed district policy DEEA: Retirement. Mr. Snell reported that 2010 was the last year that retirement was paid out to retiring employees. Mr. Snell reviewed the requirements and pay out schedule of the policy. Mr. Snell reported that no sick leave pay out was offered to Mrs. Leigh Grimstead, Mrs. Peggy Snell and Mrs. Jami Davis. Mr. Snell reported if the policy is approved, the Board can approve the sick leave buy out for those retiring employees.

District Policy FIA: Meal Charges

Superintendent Hughes discussed district policy FIA: Meal Charges. Superintendent Hughes reported that school districts must have a meal charge policy in place by July 1. Superintendent Hughes reported that every effort will be made to communicate with parents regarding meal charges in the food service program. Superintendent Hughes reported that students would not be contacted for deficits in their food service accounts.

District Policy GC: Community Use of School Facilities

Superintendent Hughes discussed the changes to district policy GC: Community Use of School Facilities. Superintendent Hughes clarified that the insurance requirement from \$1,000,000 will be changed to \$500,000 in coverage. Superintendent Hughes recommended that all requests include the insurance coverage requirement.

Member Reil offered a motion to suspend the three-reading rule and adopt District Policies DDE: Technology Security Policy Code: 119, DDF: Data Governance Plan, DEEA: Retirement, FIA: Meal Charges and GC: Community Use of School Facilities, as presented. Member Wall seconded the motion. Voting in favor of the motion was unanimous.

Facilities Request: Ruby Hollow Dance Studio

Superintendent Hughes presented a request from Ruby Hollow Dance Studio requesting the Board waive the requirement of insurance associated with using Tintic High School's auditorium for a dance recital. Superintendent Hughes discussed his conversation with another public school district about the civic center facility use district policy. Superintendent Hughes recommended that all facility requests require insurance coverage to be consistent and follow district policy. After reviewing the documentation, Member Young offered a motion to approve the waiver of the insurance requirement for the dance recital for Ruby Hollow Dance Studio in condition that all requests after the June Board Meeting must require insurance. Member Wall seconded the motion. Motion carried with all members present voting in favor of the motion.

8. Superintendent's Report

Superintendent Hughes presented Board members the following items for consideration:

- July 2017 District/Board Calendar
- Enrollment Report
- Summer Work Session Date Options
- Policy Review Items for Evaluation
- Utah Rural Schools Conference
- UHSAA Executive Committee Assignment
- District Policy FBF: Re-Entry into Public Schools
- District Policy EHD: Academic Honors

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

Superintendent Hughes reviewed dates and options for a summer work session in July. Superintendent Hughes reported that he had communicated with all Board members and July 19, 2017 will be the date for the next Board Meeting.

Superintendent Hughes reported that Utah code requires school districts to select a committee for employee evaluations. Superintendent Hughes presented the code to Board members and reviewed where the district is in non-compliance. Superintendent Hughes reported that the school district does have an evaluation program that is effective but the district does not have a committee established. Superintendent Hughes reviewed the requirements and recommended having one administrator, one teacher and one parent to be included on the committee to review the evaluation process. Superintendent Hughes reported that the Board will approve the committee members once recommendations have been made.

Superintendent Hughes reviewed the information regarding the Utah Rural Schools Conference to be held in July in Cedar City. Superintendent Hughes presented Board members the numbers of teachers attending the conference from each school.

Superintendent Hughes presented Board members a letter from the Utah High School Activities Association notifying the school district Mr. Luke Thomas has been elected as an executive committee member. Superintendent Hughes reported that Mr. Thomas does have the support of his administration to represent 1A and Tintic School District's new region at UHSAA.

Superintendent Hughes discussed district policy FBF: Re-Entry into Public Schools. Superintendent Hughes reviewed the transfer credit requirements accepted as graduation credit. Superintendent Hughes discussed the option of allowing competency based testing to cover graduation credit for home schooled students. Member Young reported she is hesitant to accept any home school credit towards graduation and advised other Board members to review the policies before answering questions from the community. Member Reil reported that there may be home school students entering the schools at West Desert. Superintendent Hughes reported that there are options for students to be placed in credit recovery courses to earn graduation credit.

Superintendent Hughes discussed district policy EHD: Academic Honors and reviewed how GPA and ACT scores are used to determine the valedictorian and salutatorian. Superintendent Hughes asked Board members if they would like the graduating class fourth quarter grades included in the GPA. Member Young asked about a deadline for credit to be submitted to be able to walk during the graduation ceremony. Superintendent Hughes reported that school administrators have asked for a deadline to be added to the policy. Member Wall asked when college grades are submitted from the college. Mrs. Kramer reported that the submission deadline will have to include all high school courses as well as college courses. Superintendent Hughes discussed changing the graduation date to a week prior to school ending to allow teachers and staff to be in the classroom the last week of school. Superintendent Hughes would like to have discussions to create a deadline for grades to be pulled and a credit submission for walking at the ceremony. Member Wall asked other Board members if they would like the fourth quarter credit to be included. Member Reil reported that he would like fourth quarter to be included if it is feasible. Member Reil would support what administrators felt is best.

9. 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 Haynes, 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

President Boswell asked for Board member input on truth in taxation.

Member Young reported that she feels if it is something that needs to be done than the Board should proceed with this year's truth in taxation. Member Young also trusts Mr. Snell's opinion on waiting until next year.

Member Haynes asked Mr. Snell how long it would take him to provide a good estimate to see the benefit to teacher's salaries if the Board chooses to proceed with truth in taxation. Mr. Snell reported that the 2017-2018 teacher salaries have been approved through negotiations. Mr. Snell reported he can run the calculation to find the rates. Mr. Snell reported that the district can claim

the full tax percent but if the Board approved to not include the full amount, would the amount be sufficient enough to make a difference.

Superintendent Hughes reported that he would like a plan for the financial gain.

Member Haynes discussed when the money would be available. Mr. Snell reported that the district would not receive the money until January 2018.

Member Reil discussed the decrease in tax revenue for the past years.

Member Reil and Member Young would like to proceed with truth in taxation.

Member Young asked how the district could be more prepared for the next year. Superintendent Hughes reported that discussions could be started sooner to develop goals.

Member Wall reported that community members should realize that schools need the financial support if they want to live in the community.

Mr. Snell calculated the amount that would be available if the same tax rate was levied for the next fiscal year. Member Haynes suggested increasing the rate slowly over the years instead of a sudden increase.

Mr. Snell reported he would like an established plan and goal prior to announcing the truth in taxation. Superintendent Hughes reported that if truth in taxation happens during the 2018 fiscal year, a goal needs to be created now. Superintendent Hughes cautioned Board members their success depends on their planning and transparency. Superintendent Hughes and Mr. Snell reported that Board members need to be united in their decision.

President Boswell asked about the financial status of the Eureka Elementary boiler replacement and parking lot restructure. Superintendent Hughes reported that the money could be used towards that purchase.

Superintendent Hughes advised the Board to approve a rate lower than what was previous levied.

Member Reil discussed the Utah State Board of Education's focus on district's local tax effort.

Member Young discussed how to make the truth in taxation gradual and more consistent. Member Reil discussed that he would like to get ahead of the teacher shortage but would like to proceed if it is feasible for the district.

Member Young discussed having more time to develop an established goal before going through truth in taxation.

Member Wall suggested having a bonus for teachers teaching a specific subject.

Member Haynes would like a plan before going forward with the process.

Mr. Snell reported that he will contact Juab County for deadlines and more information to find hard numbers.

Member Wall asked if the resources were available to purchase the new boiler at Eureka Elementary and resurface the new parking lot. Superintendent Hughes reported that the resources are there but the time frame is not favorable to do the parking lot at this time.

President Boswell advised Mr. Snell to contact Juab County to obtain hard numbers to be able to project the tax rate accurately. Superintendent Hughes confirmed that all Board members agree that truth in taxation needs to happen, however there is caution on the feasibility and impact to the community and district.

10. Adjournment

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

Meeting adjourned at 6:05 p.m.

The next regularly scheduled meeting of the Tintic School District Board of Education will be held on July 19, 2017, at the Tintic School District Office, 545 E. Main Street, Eureka, Utah.

Minutes submitted by:

Jeremy Snell
Business Administrator