

The August 2012 meeting of the Emery County School District Board of Education, held at the School District office, was called to order at 7:00 PM by Royd Hatt. Other Board members present were Marie Johnson and Sam Singleton. Board President Laurel Johansen and Member Nanette Tanner were absent. Superintendent Kirk Sitterud was also present as was Business Administrator Jared Black. Mr. Hatt welcomed all in attendance and led the audience in reciting the Pledge of Allegiance.

Board Action Item (B1): Members of the Board considered the warrants, minutes for the July 2012 Board meeting and financial reports for July 2012. A motion was made by Sam Singleton to approve the warrants, minutes and financial reports as presented. Marie Johnson seconded the motion and it carried by unanimous vote.

Board Action Item (B2): Mr. Sitterud recommended to the Board that the following individuals be approved for the positions indicated:

<i>Claron Durrant:</i>	<i>Educational Assistant, Resource, 3 hr</i>	<i>Huntington Elementary</i>
<i>Heather Atwood:</i>	<i>Educational Assistant, Resource, 3 hr</i>	<i>Huntington Elementary</i>

Marie Johnson motioned to approve the hiring recommendation as presented. Sam Singleton seconded the motion and it passed unanimously. All approvals are subject to the completion and review of a background check.

Board Action Item (B3): Superintendent Sitterud presented the following policy actions to the Board for approval:

- **EEAF—Transporting Non-Students to School Events and Activities:** Revised to add a reference to home and private school students who participate in extracurricular activities.
- **IHBG—Home Schools:** Revised to include additional requirements for home and private school students to participate in interscholastic athletics.

Mr. Sitterud briefly explained each of the proposed revisions to members of the Board. Marie Johnson suggested a minor wording change in policy EEAF. Sam Singleton then made a motion to approve the policy actions as presented and revised. Royd Hatt seconded the motion and it passed by unanimous vote.

Board Action Item (B4): Superintendent Sitterud explained that Emery Telcom has been broadcasting Emery High School athletic programs as well as other events for some time now. Principal Davis requested that there be some kind of contract and agreement with them in order for this to continue. He has worked with Emery Telcom to develop a contract that will be renewable annually. The contract has also been adapted and reviewed to meet UHSAA requirements. Mr. Sitterud recommended Board approval of the contract. Following brief discussion, Marie Johnson made a motion to approve the agreement as presented. Royd Hatt seconded the motion and it passed unanimously.

Board Action Item (B5): Mr. Black explained that for many years, the District has been processing two payroll runs each month. The middle of the month payroll run has been used for leeway pay as well as other non-regular earnings. Leeway pay is a very small amount compared to regular salary earnings which are paid at the end of the month. He has been considering combining the two for a while now, and with the District currently setting up the payroll function in the new Alio system, it seemed like an appropriate time to consider combining leeway pay with

Emery County School District | Board of Education

regular earnings, paying both on the end of the month payroll run. This would save the business office significant time going forward.

Generally positive feedback on this concept was received from both the Licensed and Classified associations. Mr. Black explained that the identity of the leeway pay would remain—the leeway amounts would continue to be listed separately on employee salary schedules, as they have in the past. Mr. Hatt asked if this change would also save money for the District. Mr. Black responded that it would, not just in employee time but also in processing and mailing fees. Marie Johnson motioned to approve the proposal as explained. Royd Hatt seconded the motion and it passed by unanimous vote.

Board Action Item (B6): Mr. Black explained the annual Asbestos Containing Materials notification procedures and read the annual notification which has also been printed in the Emery County Progress.

Report Item (C1): Superintendent Sitterud presented an updated enrollment projection to the Board. The District is currently anticipating an enrollment increase of between 60 and 90 students. Mr. Sitterud also discussed some of the staffing challenges the District is facing with constantly changing enrollments in some of the elementary grade levels.

Report Item (C2): Mr. Black spent a few minutes reviewing the new format of revenue and expenditure reports with the Board.

Public Comments: No public comments were made.

Closed Meeting (E): At 7:45 p.m., a motion was made by Marie Johnson and seconded by Sam Singleton to move to a closed meeting to discuss the character, professional competence, or physical or mental health of individuals. Member voting on this motion was as follows:

- Royd Hatt Aye
- Marie Johnson Aye
- Sam Singleton Aye

Certification of Closed Executive Session (Utah Code 52-4-206)

I, Royd Hatt, Vice-President of the Emery County School District Board of Education, certify and swear that the sole purpose of the above closed executive session was to review and discuss the character and professional competence of individuals. Under the code referenced above, a closed executive session discussion of the character, professional competence, or physical or mental health of an individual is exempt from recording requirements and therefore, this closed executive session was not recorded.

Royd Hatt

Upon reconvening to open meeting, a motion was made Sam Singleton and seconded by Royd Hatt to adjourn. The motion passed unanimously and the meeting adjourned at 8:10 PM.