

The September 2013 meeting of the Emery County School District Board of Education, held at Canyon View Junior High School, was called to order at 7:00 PM by Board President Laurel Johansen. Other Board members present were Vice-President Royd Hatt, Marie Johnson, Sam Singleton and Nanette Tanner. Superintendent Kirk Sitterud was also present as was Business Administrator Jared Black. Mrs. Johansen 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 August 2013 Board meeting and financial reports for August 2013. A motion was made by Royd Hatt to approve the warrants, minutes and financial reports as presented. Sam Singleton seconded the motion and it passed by unanimous vote.

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

| | | |
|---------------------------|---|------------------------------|
| <i>Susan Childs:</i> | <i>Educational Assistant, 3 hr</i> | <i>Cottonwood Elementary</i> |
| <i>Erin Hurdsman:</i> | <i>Educational Assistant, Preschool, 5.9 hr</i> | <i>Cottonwood Elementary</i> |
| <i>Lindsey Hinkins:</i> | <i>Educational Assistant, 5.9 hr</i> | <i>Emery High</i> |
| <i>Kirk Christiansen:</i> | <i>Head Wrestling Coach</i> | <i>Emery High</i> |
| <i>Jack Butler:</i> | <i>Custodian, 4 hr</i> | <i>Emery High</i> |
| <i>Mike Monfredi:</i> | <i>Custodian, 4 hr</i> | <i>Emery High</i> |

Sam Singleton motioned to approve the hiring recommendation as presented. Marie Johnson 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 revision to the Board for approval:

- **IAA—Student Education Plan (SEP) and Career and College Readiness (CCR/SEOP):** Minor revision of the old SEOP policy to update the name and reflect changes allowing a school to write a plan for fulfilling SEOP responsibilities.

Marie Johnson made a motion to approve the policy revision as presented. Nanette Tanner seconded the motion and it passed by unanimous vote.

Board Action Item (B4): Mr. Black presented and explained the following refuse removal service bids for consideration and approval:

| REFUSE REMOVAL SERVICES: BID TABULATION | | |
|---|------------------------|-------------------------|
| | <i>City Sanitation</i> | <i>Emery Sanitation</i> |
| Criteria 1: Price | 75 | 85 |
| Criteria 2: References | 15 | 13 |
| TOTAL | 90 | 98 |

| | <u>City Sanitation</u> | <u>Emery Sanitation</u> |
|----------|------------------------|-------------------------|
| • Year 1 | \$13,836 | \$12,432 |
| • Year 2 | \$14,251 | \$12,743 |
| • Year 3 | \$14,679 | \$13,061 |
| • Year 4 | \$15,119 | \$13,388 |
| • Year 5 | \$15,573 | \$13,723 |
| • Total: | \$73,457 | \$65,347 |

Mr. Black explained that he checked references for both companies. References for Emery Sanitation indicated a great service record, but some concern due to older trucks and equipment. The bid committee consisted of Mr. Black, Kerry Lake and Irene Allred. After reviewing both the pricing information and references, they recommend awarding the contract to Emery Sanitation. Nanette Tanner made a motion to award the refuse removal service contract for the next 5 years to Emery Sanitation. Royd Hatt seconded the motion and it passed by unanimous vote.

Board Action Item (B5): Mr. Black explained that he received only one bid for monthly elevator maintenance service for the elevator at the Spartan Center. The bid was received from Thyssenkrupp Elevator out of Salt Lake City.

| | <u>Thyssenkrupp</u> |
|----------|---------------------|
| • Year 1 | \$3,600 |
| • Year 2 | \$3,672 |
| • Year 3 | \$3,745 |
| • Year 4 | \$3,820 |
| • Year 5 | \$3,897 |
| • Total: | \$18,734 |

Bids were requested from four other companies in Utah – and these companies did not submit a proposal. Thyssenkrupp has serviced the elevator for the past several years. The proposal would be a decrease from the current cost, and also locks in the cost for the next five years. Mr. Black recommended approval of the bid from Thyssenkrupp. Sam Singleton made a motion to approve the bid. Royd Hatt seconded the motion and it passed unanimously.

Board Action Item (B6): The Board reviewed a request from Kerry Lake, District Maintenance Supervisor, for a 2 month temporary maintenance worker position. Mr. Lake explained that the summer HVAC projects at the two junior high schools required so much time of his staff that the school systems are not adequately prepared for the upcoming winter.

Mr. Black mentioned that if the temporary position is approved, it would have to be funded from general fund balance. The law will not allow use of capital funds for the position, and there is not extra budget available from general fund sources. It would be a one-time use of fund balance. Marie Johnson made a motion to approve the request for a 2 month temporary maintenance position. Nanette Tanner seconded the motion and it passed by unanimous vote.

Emery County School District | Board of Education

Report Item (C1): Principal Jim Jones welcomed Board members to Canyon View Junior High and thanked them for their support of the school. He talked about the new faculty and staff at Canyon View, indicating that they are doing very well. He expressed thanks for the summer HVAC project—mentioning how nice the air conditioning has been the first couple of weeks of school. Canyon View implemented an online registration process and about 50% of students and parents used this process. Principal Jones reported that it worked reasonably well and should be even better next year. The school is trying to incorporate more technology into the learning process. Principal Jones thanked all his faculty and staff for their excellence.

President Johansen thanked Principal Jones for his report and for the work he does to set the correct tone for the school. She also thanked the faculty and staff at Canyon View for their efforts.

Report Item (C2): Mr. Black indicated that the District audit is being conducted this week. He also let the Board know that he is working on significant revisions to the District cash handling and expenditure policies. These updates will be ready for review in the next couple of months.

Report Item (C3): Superintendent Sitterud briefly reported on the initial enrollment counts for the 2013-14 school year. He then discussed the recently released report on school grades.

Public Comments: No public comments were given.

At 7:35 PM, a motion was made Royd Hatt and seconded by Nanette Tanner to adjourn. The motion passed unanimously and the meeting adjourned at 7:35 PM.