

The April 2014 meeting of the Emery County School District Board of Education, held at Green River High School, was called to order at 5:00 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 reviewed the consent agenda, including the warrants, minutes for the February 2014 Board meeting and financial reports for February and March 2014. A motion was made by Sam Singleton to approve the warrants, minutes and financial reports as presented. Royd Hatt 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:

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|--------------------------|--------------------------------|-----------------------|
| <i>Eric Nielson:</i> | <i>Math Teacher</i> | <i>Emery High</i> |
| <i>Monica Hansen:</i> | <i>Cheer Advisor</i> | <i>Emery High</i> |
| <i>Shawnee Snow:</i> | <i>Assistant Cheer Advisor</i> | <i>Emery High</i> |
| <i>Savannah Withers:</i> | <i>Assistant Drill Advisor</i> | <i>Emery High</i> |
| <i>Sami Johnson:</i> | <i>Assistant Drill Advisor</i> | <i>Emery High</i> |
| <i>Haili Cloward:</i> | <i>Assistant Drill Advisor</i> | <i>Emery High</i> |
| <i>Kathy Addley:</i> | <i>Bus Assistant</i> | <i>Transportation</i> |

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

Superintendent Sitterud presented a letter of resignation from Claron Durrant, who has been working as an educational assistant at Huntington Elementary School. Royd Hatt made a motion to accept the letter of resignation. Nanette Tanner seconded the motion. Member Johnson added that the Board extends a large “thank you” to Mr. Durrant. Members of the Board voted unanimously in favor of the motion.

Board Action Item (B3): Superintendent Sitterud presented a revised 3-year calendar for approval. Each of the three years needed one day adjusted. Royd Hatt motioned to approve the revised 3-year calendar. Sam Singleton accepted the motion and it passed unanimously.

Board Action Item (B4): Superintendent Sitterud presented the following policy actions to the Board for consideration and approval:

- **JJIB—Interscholastic Athletics:** Revision to establish changes agreed to by the Board of Education with regard to ninth grade sports.
- **IICB—Summer Activity Participation:** Two options presented to establish further policy in relation to the use of summer buses for sports and other activities. Mr. Sitterud explained that the first option would allow for some approved travel for camps if there is a compelling reason and also sets restrictions if the activity or camp is not approved as being District sponsored. The second option would not allow District sponsored travel and sets restrictions on the use of school names and uniforms.

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It was noted that the cost of bus transportation is approaching \$4.00 per mile and if all programs are allowed to use buses for summer camps and travel, the expense to the District would be substantial. It was also noted that it is difficult to allow it for one program and not for another. Members of the Board indicated that they did not want to expand the use of summer buses. Member Johnson gave her support to the second policy option and made a motion to approve that policy. Royd Hatt seconded the motion. Voting was unanimous, in favor of the motion.

Mr. Black presented the following policy actions to the Board for consideration and approval:

- **DJB—Cash Disbursement:** Revision to establish comprehensive policy related to District expenditures. This revision replaces several previous policies (rescinded below).
- **DJG—Purchasing Ethics:** Revision to establish policy related to ethical considerations employees should understand when involved in the expenditure of District funds.
- **DKC—Employee Travel Reimbursement:** Updated to reflect current standards issued by the State Office of Education.
- **DJB—Purchasing Procedures:** Recommendation to rescind. The new cash disbursement policy covers what was previously covered in this policy.
- **DJD—Cooperative Purchasing:** Recommendation to rescind. The new cash disbursement policy covers what was previously covered in this policy.
- **DJE—Bidding Requirements:** Recommendation to rescind. The new cash disbursement policy covers what was previously covered in this policy.
- **DJF—Local Purchasing:** Recommendation to rescind. The new cash disbursement policy covers what was previously covered in this policy.
- **DJG—Vendor Relations:** Recommendation to rescind. The new cash disbursement policy covers what was previously covered in this policy.
- **DKD—Payment Procedures:** Recommendation to rescind. The new cash disbursement policy covers what was previously covered in this policy.

After discussion related to the proposed policy actions, Nanette Tanner made a motion to approve the policy actions presented by Mr. Black. Royd Hatt seconded the motion and it passed by unanimous vote.

Board Action Item (B5): Mr. Black presented a list of capital improvement projects to the Board of Education for approval. He also presented bids for two specific projects:

Spartan Center Roof Seal

| | | | |
|--|------------------------------|--------------------------------------|--|
| <u>Advanced Roofing</u> \$38,565 | <u>Arrowhead</u> \$61,945 | <u>American Frontier</u> \$72,247 | <u>North Face Roofing</u> \$127,300 |
|--|------------------------------|--------------------------------------|--|

Mr. Black recommended awarding this project to the low bidder, Advanced Roofing. The District has worked with Advanced Roofing in the past, with good results.

Lighting Projects

| | <u>All American</u> | <u>DiVi</u> | <u>CoDale/Kay</u> | <u>BoDec</u> | <u>Lofthouse</u> |
|----------------|---------------------|-----------------|-------------------|--------------|------------------|
| • Canyon View: | \$2,331 | \$2,120 | No Bid | No Bid | \$2,064 |
| • Castle Dale: | \$61,466 | \$36,559 | No Bid | No Bid | \$57,261 |
| • Ferron: | No Bid | No Bid | \$10,730 | \$5,576 | \$4,713 |
| • San Rafael: | \$54,965 | \$34,970 | No Bid | No Bid | \$32,400 |
| • Book Cliff: | \$4,913 | \$3,806 | No Bid | No Bid | No Bid |

Mr. Black reviewed the various bids. The proposed lighting upgrades are for the following areas:

- Canyon View Junior High: Commons Area
- Castle Dale Elementary: Whole School (bids were requested for both a partial school and whole school project—the recommended project is to do the whole school)
- Ferron Elementary: Lunchroom & One Classroom
- San Rafael Junior High: Whole School (bids were requested for both a partial school and whole school project—the recommended project is to do the whole school)
- Book Cliff Elementary: Cafeteria Area

The District requested bids for both LED and T8 lighting options. The recommendations Mr. Black presented to the Board are for LED lighting in all schools except Ferron Elementary, where T8 lighting was suggested. Mr. Black recommended that the Board award the bids highlighted in bold above, with one caveat. The Maintenance department is reviewing the bid from Lofthouse Electric for San Rafael Junior High to make sure the proposed LED fixtures are acceptable. He asked the Board to give him authority to award the San Rafael bid to DiVi if the proposed fixtures are found to not be acceptable.

Marie Johnson made a motion to approve the proposed capital projects for 2014 as well as the two projects with bids, as explained by Mr. Black. Royd Hatt seconded the motion and it passed unanimously.

Board Action Item (B6): The next item was the appointment of negotiation team members for upcoming meetings. President Johansen appointed herself and Marie Johnson to the Classified team with Nanette Tanner and Sam Singleton being appointed to the Licensed team. Business Administrator Black will participate on both teams. She also extended authority to Superintendent Sitterud to appoint District personnel to chair negotiations meetings. Marie Johnson motioned to approve the appointments with Nanette Tanner seconding the motion. It passed by unanimous vote.

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Board Action Item (B7): Emery High band teacher Ben Carroll requested approval for the marching band to travel and perform in the Days of '47 parade in Salt Lake City on July 24th. The trip would include an overnight stay and would involve around sixty students with eight chaperones. Nanette Tanner made a motion to approve the trip as requested. Sam Singleton seconded the motion and it passed by unanimous vote.

Training (C1): Superintendent Sitterud provided the required annual training for school board members in relation to the School Land Trust Program. He reviewed the Land Trust program requirements as well as the related financial policies.

Report Item (D1): Principal Nolan Johnson was out of town, so teacher Kayce Fluckey gave a report of Green River High School to the Board of Education. She thanked the Board for supporting needed capital improvements in the school. She reviewed initiatives and improvements being made in each of the curricular areas. She also mentioned that students are now participating in a science fair and the quiz bowl, and she hopes that sterling scholar will be added next year.

Principal Durrant of Book Cliff Elementary also gave a report to the Board. She thanked the efforts of the faculty and staff at Book Cliff. She mentioned that having Kaye Nelson work with ELL students has brought immediate and positive results. The school also has a new iPad lab and is integrating more technology into learning.

Board President Johansen thanked Ms. Fluckey and Principal Durrant for their reports.

Report Item (D2): Mr. Black reported that the legislative session resulted in a 2.5% increase in the Weighted Pupil Unit. The District recently received preliminary revenue estimates and the business staff are beginning to put the FY15 budget together. There will be a significant increase in the Utah Retirement System rate.

Report Item (D3): Superintendent Sitterud reported on the legislative session. One bill of note provides 20 million in funding for STEM programs. The District has submitted an application to participate in this initiative, which would provide math instruction software for grades 6-12. He added that the implementation of the new evaluation system has been delayed. The District will still begin using the new instrument in the 2014-15 school year.

Public Comments (E): Mrs. Hughes requested that the District look at allowing Green River to have access to a rear-engine bus with luggage bins, particularly during the basketball season. Mr. Black indicated that he would check into this. Mrs. Hughes also mentioned that she was there to represent a group of parents who have some concerns with Green River High School. It was agreed that it would not be appropriate to discuss these concerns in open meeting. Instead, when Principal Johnson returns to work, he and Secondary Supervisor Gwen Callahan will meet with Mrs. Hughes to discuss these concerns.

Members of the Board thanked those in attendance for their interest in improving education in Green River.

Closed Meeting (F): A closed meeting was not held.

Adjournment (G): A motion was made by Marie Johnson and seconded by Sam Singleton to adjourn. The motion passed unanimously and the meeting adjourned at 6:40 PM.