

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**

Thursday, October 24, 2013  
Panguitch High School

Board members present: Board President Ken Platt, Vice President Cheryl Cox, and Myron Cottam, Melaney Draper and Mike Savage.

Superintendent Ben Dalton and Business Administrator Kevin Orton were present.

**BOARD MEETING**

**1. Call Meeting to Order**

Board President Ken Platt called the meeting to order.

**Welcome**

Board President Ken Platt extended a welcome to all who were present. Several students were in attendance for a class assignment.

**Pledge of Allegiance**

Mike Savage led the Pledge of Allegiance.

**Board Goals**

The Board discussed the Board Goals during their work meeting on Tuesday, October 22. They focused on goal number two which discusses offering more courses for high school students. The Board feels things are progressing with the 10 period block and other online class offerings.

**GCSD Board Handbook**

No changes at this time.

**2. Consent Agenda Items**

- A. Approve September 2013 Board Meeting Minutes**
- B. Approve September 2013 Financial Reports**
- C. Approve Hiring Recommendations**
- D. Home School Request**
- E. Letter of Resignation (previously approved)**

Kevin Orton will provide a training next month for the Board to discuss the Financial reports and how to read them. The letter of resignation from Peggy Palmer had previously been approved at the last Board meeting.

Melaney Draper made a motion to accept the Consent Agenda as presented. Myron Cottam seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Myron Cottam, Melaney Draper, and Mike Savage all voted Aye. The motion passed 5-0.

### **3. Public Comment**

There was no public comment at this time.

### **4. Voted Local Levy Update**

Superintendent Dalton reviewed and discussed the information distributed, by pamphlet, by the School District regarding the Voted Local Levy. The pamphlet has been sent to all box holders in Garfield County and also sent home with each student in the District. There is some concern regarding how the wording on the ballot reads. The Board wants the public to know that taxes will not go up if the Levy passes.

### **5. Reports**

#### **A. Board Reports**

Melaney Draper visited the Senior Citizens Center a couple of times and answered questions regarding the upcoming Voted Local Levy. There was a positive response to her attendance. She also thanked the Superintendent, District Office staff and schools for taking the time to make sure all citizens of the County received the information pamphlet.

Ken Platt reminded the Board members about the upcoming USBA Conference on January 9-11, 2014. He also asked the Board to nominate him once again. He currently represents Kane, Garfield, Beaver, Iron, and Millard Counties. He has served on this board for the past two years and has really enjoyed the experience. He also gave each Board member a self-evaluation form. It will help the Board better understand their service and the service of fellow Board members better.

Cheryl Cox has also spent time in her community answering questions regarding the Voted Local Levy. She attended the USBA meeting in Richfield. She said several districts are working on the Master Board Award as well. Other Districts have attended the National School Board Conference and she felt it may be beneficial for the GCSD Board to look at attending the National Conference as well.

Mike Savage attended the USBA meeting in Cedar City. He also thanked the Superintendent for the effort that he has put forth to get information out to the citizens of Garfield County regarding the Voted Local Levy.

Myron Cottam asked if all schools had sent home the information pamphlet on the Voted Local Levy. Superintendent assured him each school was given enough copies for each student. The schools were asked to send the information home on the Wednesday or Thursday before the UEA break.

### **B. Garfield County Treasurer Report**

Garfield County Treasurer, Jeannie Henrie, read the following prepared statement: “At the beginning, Garfield County has two accounts, we have a general fund, and we have a tax account. They never inter mingle money. Any taxes collected goes into the tax account any other money goes into the general fund. During the year, people prepay their taxes. All that money goes into the tax account. Each month January through September, through the whole year really, Garfield County sends a disbursement check to the School District and the other entities in the County. In that, I don’t know if you have seen a check, but it has three separate sections, one says current, one says redemption and I don’t even know what the other one says. (Kevin Orton intercedes with Fee in Lieu Of) And from January to September, there are no current funds that are given out because we don’t what the tax rate is until the tax rate is set in October. So, in October, when the tax rate is set we can send a check for current fees, current money that you receive, current taxes. But that’s not sent until November. So, November check, December check and January check will have current money on it because that is for October, November, and December. Are you with me? Anything after that or before that doesn’t have any current money in it. One mistake that was made was in 2012 the check only had one month. It had the month of October in it, or November, what was it...September in it; for the October check. So, you didn’t receive the money from January that was collected from January through September, in 2012. I called our Auditor yesterday and visited with him, and said how far back does this go? He says, ‘in 2010 there is a discrepancy’. I can’t remember what it was and he wasn’t in his office to let me know what it was, but I didn’t feel comfortable. It wasn’t...I should say I didn’t feel comfortable enough with the finances at the time to disburse that money, so I held onto it. In 2011, he went on a mission and we had a new auditor and that auditor didn’t say anything to me about any extra money. So, I assumed it had been absorbed back in. So I didn’t worry about it. In 2012, this one mistake and then there must have been a little bit more that was involved in it. So, it has gone through those three years. The money you received from the County is a one-time payment. It won’t happen again. It’s just a one-time thing. I have met with another treasurer in another county that has the same computer program that we have and the same computer system and the same auditor. He has shown me what he does to balance at the end of the year and the end of the month and kind of given me some forms with formulas in them and stuff like that I believe I can initiate in Garfield County so that we’ll have a little better accounting at the end of the year. So, that’s my story and I’m sticking to it. Any questions?” (Audio Recording of this meeting

may be found on the Garfield County School District website:

[www.garfield.k12.ut.us](http://www.garfield.k12.ut.us)

Ken Platt explained that the problem the District is having with the money is the fact that receiving a check in this amount \$795,000, without a report of how the money was collected, makes it very difficult to put it back into the budget. He said that the District auditors will try to meet with the County auditors. The District will have to get special permission to be able to spend the money that will go back into the bond fund. He explained that all of this will be worked out, but the hard part is that the District let several people go during those years. The employees have also taken a 4% cut. This mistake has cost families in the County their jobs. Jeannie Henrie then said that when the District did not receive enough money they should have went to the County to find out why they didn't receive enough. Superintendent Dalton said he disagreed as the District is at the mercy of the County. The District sets the budget based on the tax levies. That amount may fluctuate due to fees in lieu and late payments. Melaney Draper asked if this would affect the amount that the District will get this year. Jeannie Henrie assured her that it will not. Superintendent also pointed out that the County's Fiscal year runs January to December which is different from the District's Fiscal year of July to June. So, when the County has a discrepancy over two years it affects the District over four years. Ken Platt thanked her for coming. He said that it isn't that the District does not want the money, only that they don't know where to budget the money. Cheryl Cox also stated that it was hard to make the cuts and she hopes with this money people won't think that we had the money at the time. Myron Cottam thanked Jeannie for coming and explaining the situation. Ken Platt thanked her again for coming.

Melaney Draper made a motion to move the recognition letter part of the Superintendent's Report to this section of the meeting. Myron Cottam seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Myron Cottam, Melaney Draper, and Mike Savage all voted Aye. The motion passed 5-0.

Principal Quarnberg thanked the Board for the opportunity to be the Principal of Panguitch High and Panguitch Middle Schools. He highlighted several accomplishments of the students. He said he was grateful for those who put so much time into the programs that allow the students these opportunities. He also highlighted the recent ACT scores from the high school. He said more students are involved in concurrent enrollment classes where they will receive college credit. A student in Panguitch Middle School won a \$1000 scholarship award for winning a State Competition "Make your Mark". Several students are participating in a program "Why Try?" This program is to help with self-esteem, bullying and getting along with others. He said he feels we have some of the very best students in the State and some of the very best people working with those students.

### **C. Superintendent's Report**

#### **1. Graduation Task Force Information**

Superintendent Dalton reported that the Utah State Board of Education reviewed recommendations from its Graduation Task Force that included creating two pathways to graduation, a general studies diploma, and a focused-studies diploma. Cheryl Cox also stated that funding may become available for more guidance counselors throughout the State.

#### **2. Recognition Letter and PHS Report**

Boulder Town Council and Mayor sent Escalante High School a letter of thanks for the volunteer service performed by the students for the Town. The students performed several tasks throughout Boulder. Cheryl Cox said it was a great activity and said the Town appreciated the help the students had given.

#### **3. GCSD Lighting Upgrade Report**

Damon Brinkerhoff reported on the plan to replace the lighting in the BVHS gym, EHS gym, EHS old gym, and the BVES gym. The District recently received reimbursement from Rocky Mountain Power for the PHS lighting upgrade for \$25,000. The District will use this money to replace the lighting in other locations.

#### **4. Update on Aventa**

Currently, six students are enrolled in credit recovery. Four students enrolled in regular course with K12 instructors. K12 training is scheduled for November 1. Kim Quarnberg will be at each high school at least one day a week. An informational flyer will be available for students and parents to answer questions they may have regarding the online classes.

#### **5. USOE Teacher Evaluation Timeline 2011-2017**

A copy of the timeline for evaluation implementation for teachers from the Utah State Office of Education was included on Board Docs. These requirements will eventually be tied to teacher salaries.

#### **6. USOE Update on Teacher Evaluations**

The next steps for moving ahead with determining measures for student growth are outlined. This school year we have three big projects to complete:

1) Develop additional Student Learning Objectives (SLOs) in content areas that are not tested by state standardized assessments, specifically focusing on Early Childhood, Science, Health, and PE;

- 2) Pilot the SLOs that were developed last year in Fine Arts, Social Studies, CTE, and Special Education; and
- 3) Provide professional development for districts and charter schools in the SLO process and how to use SLOs with educator evaluation.

**7. FY13 Audit in November Board Meeting**

The Auditors will attend the Board meeting in November.

**8. Time Force Update**

The District is currently running a test on the time system as a trial run. The District anticipates having all employees on the system for the December payroll.

**7. Board Action Items**

**A. UCA Approval**

The annual Utah Consolidated Application was presented to the Board for approval. The State allocates the money and then the District must show the plan of how the money will be spent. Myron Cottam made a motion to approve the FY14 UCA application. Cheryl Cox seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Myron Cottam, Melaney Draper, and Mike Savage all voted Aye. The motion passed 5-0.

**B. "F" Policies - Adoption**

The "F" policies have been on the District website for the past two months. No one has commented on them. Cheryl Cox made a motion to accept the "F" policies. Mike Savage seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Myron Cottam, Melaney Draper, and Mike Savage all voted Aye. The motion passed 5-0.

**C. Teacher Contracts**

Ken Platt stated he had reviewed the teacher contracts previously and requested a few changes. No other Board members had changes. Mike Savage made a motion to accept the FY14 Garfield County School District signed teacher contracts. Melaney Draper seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Myron Cottam, Melaney Draper, and Mike Savage all voted Aye. The motion passed 5-0.

**E. Award RFP on the Electrical Upgrade**

Damon Brinkerhoff explained to the Board that the RFP would be to upgrade all the lighting in the Bryce Valley and Escalante high school gyms and auditoriums. Panguitch High School was previously finished under the Rocky Mountain Power rebate program. Melaney Draper felt the District should hold off on the

old gym in Escalante and the Bryce Valley Elementary gym. Myron Cottam made a motion to accept and award the RFP on the electrical upgrade. Cheryl Cox seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Myron Cottam, and Mike Savage all voted Aye. Melaney Draper voted Nay. The motion passed 4-1.

**D. Winter sports Schedules**

A copy of each high school's winter sports schedules was included on Board Docs. Myron Cottam commented that one state superintendent had stated that often we monopolize time from families with their students. So, we try to give them back a couple of nights per week to be with their families. These dates have been designated as Monday and Tuesday. Myron Cottam made a motion with the request that coaches and administrators continue to work to save money when they can for their bus transportation to their activities. Mike Savage seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Myron Cottam, Melaney Draper, and Mike Savage all voted Aye. The motion passed 5-0.

**8. Board Discussion Items**

**A. Capital Project Update**

Damon Brinkerhoff reported that the PHS track is completed. The crew will be back in the District to make repairs the EHS and BVHS tracks. The boiler at BVES has been removed, but had a few problems due to the presence of asbestos. Each school will have an asbestos management plan in place. The new boiler should be here next week. Superintendent Dalton thanked Damon for all of the time he has spent on these projects and his custodial duties as well. He commented he does an excellent job.

**B. USBA Updated Policies for November Approval**

These policies are on track to be approved in the November Board meeting. There has been no public comment. Superintendent requested the Board look at DBB Classified Employees. He stated the Board needs to make sure the policies are in agreement. Mike Savage suggested adding this item to the next work meeting.

**C. Classified Employee Policies**

Superintendent Dalton explained this is the policy he was referring to and would add it to the work meeting.

**D. "G" Policies – Proposed November Adoption**

These policies are on schedule for approval in the November.

- E. School Improvement Plan**  
A copy of each school's improvement plans was included on Board Docs.
- F. Community Council Lists**  
Each school provided a list of their Community Councils. The lists were included on Board Docs.
- 8. Board Business**

  - A. Set November 2013 School Board Meeting**  
The Board meeting for November will be held in Escalante, Utah on November 21, 2013 beginning at 4:00PM.  
A work meeting will be held on November 14, 2013 at the District Office in Panguitch, Utah and via E-Reach beginning at 4:00PM.
- 9. Future Board Items**  
The Board had no discussion at this time.
- 10. Public Comments**  
Donnie Corwin is a student at PHS. He asked what the Board will do regarding sports in the future for State events. Panguitch High almost only took the top seven participants. They eventually took the entire team, but Donnie wanted to know what they felt would be happening in the future. Superintendent Dalton told him that there is no policy and it is an administrative decision. Donnie agreed and felt that when students dedicate their time to a sport even if they don't qualify for state that the entire team would have the opportunity to attend the state event. Mike Savage stated that it was never a financial issue only an issue of chaperones. The Board was in agreement on this item.
- 11. Adjournment**  
Melaney Draper made a motion to adjourn the meeting. Cheryl Cox seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Myron Cottam, Melaney Draper, and Mike Savage all voted Aye. The motion passed 5-0.

**NOTICE OF SPECIAL ACCOMMODATION  
DURING PUBLIC MEETINGS**

In compliance with the American's with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and service) during this meeting should notify LyNese Miller at 676-8821 at least three days prior to the meeting.