

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION

Thursday, February 21, 2013
Bryce Valley High School

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

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. Several members of the public were present at the start of the meeting.

Welcome

Board President Ken Platt extended a welcome to all who were present. He mentioned that the Board had met previously for a work meeting to work on a Board Handbook.

Pledge of Allegiance

Ken Platt led the Pledge of Allegiance.

2. Agenda Changes

There were no agenda changes.

3. Consent Agenda Items

- A. Approve January 2013 Board Meeting Minutes**
- B. Approve January 2013 Financial Reports**
- C. Approve Hiring Recommendations**

Cheryl Cox asked that at some point the Board could receive some guidance and instruction on how to read the financial statements. The Board requested that Kevin Orton be prepared to assist the Board in this instruction. They also requested that Kevin find out why Panguitch High School activity admissions were not recorded in QuickBooks.

Cheryl Cox made a motion to accept the consent agenda. Myron Cottam seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Mike

Savage, Melaney Draper, and Myron Cottam voted Aye. The motion passed 5-0.

4. Public Comment

Glen Allen from Piute County came to discuss a bus issue. His children live in Angle, UT and they have been attending school in Piute School District. He wanted to speak with the Board and give them his opinion. He feels that since Piute School District transported his children that they should continue to do so. Antimony Elementary is the designated service area for Angle. The Memorandum of Agreement between Piute and Garfield School Districts will be discussed during the Board Action Items.

5. Reports

A. Board Reports

Cheryl Cox attended a dinner at Boulder Elementary that they prepared for senior citizens in the area. The students interacted with the seniors and had stations where they learned different activities. SWATC is working hard with the legislators to try to get funding for their new building

Ken Platt attended the Professional Development Day for the District. He was impressed with all of the breakout sessions for the teachers and wished he had been able to attend all of them. He mentioned the secretaries held a separate training. All schools met with a local Sheriff Department member to discuss their school safety plans. He stated that it was an excellent day.

Mike Savage attended the UHSAA Board meeting. They voted to change 1A from five to four regions. A Yellow Card program may be started where fans that become out-of-control would get a yellow card and if they had a problem again they would be asked to leave.

Melaney Draper attended a parent meeting at PMS/PHS. They had a survey available for parents to complete that will help with their accreditation and all the teachers were there to give parents some one-on-one time to discuss their students' progress.

B. Superintendent's Report

1. E USBA Policy Review

Patty Harrington continues to work on compiling the Garfield School District Policies. The District currently has sections B, C, and D.

2. Graduation Requirement Update from USOE

The State School Board has created an ad hoc committee to bring to the Board their recommendations by June 2013 for high quality grading and reporting practices for elementary and secondary schools.

3. Legislature

Superintendent Dalton shared information regarding HB 173 that an amount not to exceed five percent of the total necessarily existent small schools funding may be distributed in accordance with a formula adopted by the State Board that considers the tax effort of a local school board.

4. Garfield Education Foundation

The District received a check from the Garfield Education Foundation. The money originated from the Garkane contribution, the amount of the check was \$3,335. Superintendent Dalton would like to develop procedures to reimburse students tuition and book costs for concurrent enrollment classes across the District. The Garfield Education Foundation was set up for Panguitch specifically, but Superintendent Dalton would like to see the funds used across the District since the money came from Garkane.

5. TICE Updated Trifold Final

Technology-Intensive Concurrent Enrollment is a Utah System of higher Education introduction of 13 concurrent enrollment courses that combine a mixture of face-to-face learning activities in a conventional classroom with online learning activities that take place in a classroom and at home. Teams of teacher from secondary schools have joined their higher education colleagues in developing these courses. Each course is designed as a hybrid course having a blend of different learning activities that take place in class and online.

6. Educator Evaluation Training

Superintendent Dalton explained the Educator Evaluation Training that was presented at the USBA Conference. A PowerPoint from Granite School District was also shared and attached to Board Docs.

7. Sick Bank Report

Kevin Orton explained how the sick bank operates. Currently there are approximately 90 days accumulated in the sick bank. Employees must donate one day to be able to draw days from the sick bank. A committee meets to determine if an employee qualifies to use the sick bank.

6. Action Items

A. USBA Model Policy Update

These policies were discussed in the January Board Meeting. The Board gave direction to ask for public input for two months pending approval in March 2013. Board members divided portions of these policies to review. Superintendent Dalton made changes to the CB, CJ, CJAA, CJDF-purchasing and transportation policies with input from Curtis Barney the Transportation Director.

The USBA has revised policy FE, new policy GI and revised policy AG. The new policy GI responds to the concerns raised regarding the ASVAB testing by the armed services. The FE is an update to the FERPA notice to make parents aware of federal law requiring directory type information provided to the military recruiters. Please see the attachments in Board Docs. Superintendent Dalton will compile all of the changes and add them to the March Board Docs.

B. GCSD Local Policy-Proposed March Adoption

The policies Salary Step Placement and Video Surveillance were discussed in the January Board meeting. The Board gave direction to put these policies on the District website for two months with pending approval in March 2013. This will give employees and public the opportunity to comment and make suggestions on the policies. Superintendent Dalton explained that when the District gets ready to hire teachers for the new school year it would be good to have this policy in place. Superintendent Dalton suggested giving steps to part-time employees every other year instead of every year. Full-time employees would receive the step advancement each year.

After an extended discussion regarding both in favor of the employee and the District, the Board suggested leaving the wording as is and decide next month if there will be changes.

C. GCSD local Policy Proposed April Adoption

Board member Cheryl Cox has requested to view the USBA policy relating to the local GCSD policies. The review of the two policies will allow the Board to see where the local policies would "fit in" with the USBA policies. The GCSD "search and seizure" policy and GCSD "searching student" would align with FGD policy from the USBA which is attached in Board Docs. The FGD is an approved policy so no action will be needed by the Board to adopt

the FGD policy. The GCSD "search and seizure" is a policy, the GCSD "searching students" are procedures or guidelines.

D. Lane Change Feedback

Superintendent Dalton was directed by the Board to gather information from other districts relating to Lane Change. He attached the responses from the other districts to Board Docs for the Board members to review. The Board discussed the similar policies to the Garfield District Policy. Ken Platt felt the policy should be reviewed to update wording that is somewhat vague as to how and when credits could be used. Ken Platt and Melaney Draper felt that the credits used to place a teacher would be the starting point from there forward of credits earned for the next lane change. Superintendent Dalton stated that it is very important that the District encourage teachers to get credits that will enhance their teaching position. The Board made a decision to plan a work meeting for April to discuss this policy. The date will be set in the March meeting.

E. Lane Change Policy

The Garfield County School District policy for Lane Change and the current USBA policy relating to credits for prior teaching was an attachment in Board Docs. This discussion was incorporated into the Lane Change Feedback section.

F. Secure Rural Schools Funding Update

The District has received the Secure Rural Schools funding for \$688,000.00. Superintendent Dalton asked for direction from the Board on the distribution procedures relating to the 4%. Should all employees receive the 4% even if they were hired after the cut was made? Should only employees who experienced the 4% cut receive the money? The teacher negotiations included receiving this amount and this document was attached to Board Docs. Ken Platt stated he felt the intent was to give it back to those who had experienced the 4% cut. Myron Cottam stated he felt also that if that was the intent that is how it should be distributed; Cheryl Cox agreed. The Board felt that a flat rate for bus drivers would be fair and all other hourly classified employees would be based on their weekly hours. Teachers would be paid on their current salary.

Cheryl Cox made a motion to pay the employees that took a 4% cut two years ago with a reimbursement of 4% on their current year salary. Bus Drivers will have a set flat rate amount paid depending on if they are route or activity drivers.

Melaney Draper seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Mike Savage, Melaney Draper, and Myron Cottam voted Aye. The motion passed 5-0.

G. Resignation Letter

David Tanner sent his letter of resignation to the Board. A copy was attached to Board Docs.

Myron Cottam made a motion to accept the resignation of David Tanner and thank him for his service to Escalante High School. Melaney Draper seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Mike Savage, Melaney Draper, and Myron Cottam voted Aye. The motion passed 5-0.

H. Bus RFP

In the FY 13 budget, the School Board allocated \$84,803 out of the general fund for a bus. The original idea was to save this amount during FY13 and then in FY 14 allocate additional funds to purchase a new bus. A new bus will run approximately \$140,000. After visiting with Curtis Barney, he suggests to purchase a mini bus for Antimony Elementary at a cost of about \$55,000. The District would then take the bus in Antimony and add it to the bus fleet. If the School Board budgeted \$84,803 in FY 14, we could possibly have enough money left over between FY 13 and FY 14 to purchase a new bus.

Mike Savage made a motion to move forward with the RFP for a mini bus for Antimony Elementary. Myron Cottam seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Mike Savage, Melaney Draper, and Myron Cottam voted Aye. The motion passed 5-0.

I. Memorandum of Understanding with Piute School District

Superintendent Dalton explained the background of this issue regarding students living in the Antimony School servicing area that would like to attend school in Circleville. Mr. Allen gave comments in the public section stating his feelings on the matter. The MOU and a letter from the Utah State Office of Education were included on Board Docs. Mike Savage and Melaney Draper both had members of the Piute School District discuss this issue with them. Myron Cottam suggested making a decision that would be in the best interest of the District. The Board agreed that keeping students in our District is the best decision. The changes recommended by the Board will be made and Superintendent

Dalton will have the District's legal counsel look at it and present it at the next Board meeting.

Melaney Draper made a motion to table this item until the next Board meeting. Cheryl Cox seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Mike Savage, Melaney Draper, and Myron Cottam voted Aye. The motion passed 5-0.

7. Board Discussion Items

A. Local Tax Rate Information

In June of 2014 one debt service bond will end and in June of 2015 and additional debt service bond will mature. Five tax rates were consolidated in FY 12 they include Recreation, Transportation, Board Approved, K-3 Reading, and 10% Additional Other. All five of these rates were combined into the Board Local Levy .0025 max. The GCSD rate is .00195 which accounts for \$1,088,235. If the Board chose to increase taxes to the max of .0025 it would generate approximately \$306,936. Superintendent Dalton emailed Dave Roberts at USOE to ask a few questions and for options that may be available to the District. A copy of the email and also the Utah code for "Voted Local Levy" were included in Board Docs. Superintendent Dalton asked for the direction the School Board would like to go in regard to the bonds. The Board determined that they would like to look at the goals of the District and see what it needed for the future in the District. There is also a concern regarding the monies received from state and federal funding being cut. This money would be a more stable funding source.

B. Voted and Board Leeway

This item was discussed in Item A. above.

C. District Sound System

In the November Board meeting, the Board discussed the purchase of a District sound system. Gerald Talbot provided some additional information regarding a sound system that would work for Board meetings with a receiver and a wired mic for each Board member and a wireless mic for public comments. It would connect to the speakers in the auditoriums. The second one would be compatible for the schools. It would also have wireless mics and it should plug into the speakers at each auditorium. Cheryl Cox

stated she felt the District needed to purchase a sound system for each school that would be a benefit and not just a Band-Aid fix. The sound system would also benefit the communities. The directed Superintendent Dalton to move forward with the sound systems.

D. GCSD Statistic Information FY 12

Each year the Utah State Office of Education provides a book with several statistics relating to the districts within the State. This information provides beneficial information regarding where and how the District compares to other districts throughout the State. Superintendent Dalton shared some of the significant information with the Board and it was included on Board Docs.

E. GCSD School District Board Handbook

The Board would like to adopt a handbook that would help give direction and guidelines for the Board. The Board is using Alpine School District's handbook and making changes to customize it to the District. This is an ongoing project that will continue over the next few months during work meetings.

F. Legislative Update

Current legislation that will have an effect on education was shared with the Board. There are several Bills that directly have an impact on education and the District. A copy of the current Bills was attached to Board Docs.

G. Capital Project Update

Damon Brinkerhoff gave an update on the capital projects throughout the District. The District will open the bids for the Bryce Valley Elementary School on Monday, February 25, 2013 at 9:00AM. The Board would like to move forward and directed the Superintendent to assist Damon in the bid opening.

Myron Cottam made a motion to move forward with the project for heating at Bryce Valley Elementary. Cheryl Cox seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Mike Savage, Melaney Draper, and Myron Cottam voted Aye. The motion passed 5-0.

Damon also requested the Board approve the purchase of two 62" cutting deck lawn mowers on state contract. There is currently about \$73,000 in the capital equipment fund and his suggestion would be to purchase two this year and one in FY 14. The total

cost for two would be \$26,798.00. A third mower could be purchased in a couple of years.

Melaney Draper made a motion to purchase the two Toro lawn mowers. Mike Savage seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Mike Savage, Melaney Draper, and Myron Cottam voted Aye. The motion passed 5-0.

H. Capital Project Bryce Valley Elementary Update

Damon Brinkerhoff covered this item in the previous item.

I. Review GCSD Per Diem Rates

Superintendent Dalton reviewed rates that are used in different areas. Myron Cottam and Ken Platt asked Superintendent Dalton to get the USOE rates and bring them to the next Board meeting. These rates were shared with the Board. Superintendent suggested staying at the current rates that the District has in place. The Board agreed with Superintendent Dalton and the rates will remain the same.

J. Cell Phones For Administrators

In the last District Administrator's Meeting, obtaining cell phones for all administrators was discussed. After some research, it was determined that the cost would be approximately \$60.00 per month for each phone. E Rate will refund the District approximately 70% of this cost. Smart phones would give the ability to access Parent Link in the event of an emergency.

The Board directed Superintendent to move forward with the purchase of cell phones for all administrators except for those in Boulder and Antimony, as they felt these parents could be quickly accessed without Parent Link.

8. Board Business

A. Set March 2013 School Board Meeting

The Board meeting for the March meeting will be held in Panguitch, Utah on March 21, 2013, beginning at 5:00PM. A work meeting will begin at 10:00AM.

9. Public Comment

There were no public comments at this time.

10. Executive Session

Myron Cottam made a motion to go into a closed executive session to discuss the character of an individual, professional competence of an individual, and possible

pending or imminent litigation. Melaney Draper seconded the motion. A roll call vote was called for. Ken Platt, Cheryl Cox, Mike Savage, Melaney Draper, and Myron Cottam voted Aye. The motion passed 5-0.

Myron Cottam made a motion to come out of the closed executive session and return to the open public session. Cheryl Cox seconded the motion. A vote was called for.

At the conclusion of the closed session, Melaney Draper made a motion to uphold the ruling of the Lane Change Committee regarding Mrs. Suggett's lane change request. Mike Savage seconded the motion. A vote was called for. Ken Platt, Mike Savage, Melaney Draper, and Myron Cottam voted Aye. Cheryl Cox voted Nay. The motion passed 4-1.

Superintendent Dalton was directed by the Board to review the Lane Change Policy to discuss at the next Board Work Meeting. He was also directed to write letters of non-renewal for specific employees.

11. Personnel

After the Executive Session, Melaney Draper made a motion to accept the new hires. Mike Savage seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Mike Savage, Melaney Draper, and Myron Cottam voted Aye. The motion passed 5-0.

12. Adjournment

Cheryl Cox made a motion to adjourn the meeting. Myron Cottam seconded the motion. A vote was called for. Ken Platt, Cheryl Cox, Mike Savage, Melaney Draper, and Myron Cottam 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.