

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
September 16, 2010
Boulder Elementary School

Board members present: Board President Ken Platt, Vice President Gladys LeFevre, Gregg Christensen, Brian Bremner, and Kay Englestead.

Superintendent Janice Hatch and Business Administrator Lark Reynolds were also present.

BOARD MEETING

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.

Pledge of Allegiance

Gladys LeFevre led the Pledge of Allegiance.

Open Forum to Discuss Improving the Education of Students.

There were no comments.

Agenda Changes

There were no agenda changes.

1. Consent Agenda Items

A. Approve 2010 Minutes

B. Approve August 2010 Financial Reports

C. Approve September Hiring Recommendations

- i.** Natalie Marshall – PES Title I Paraprofessional. She will be paid from Title I funds, will work up to 19 hours per week, and will be paid at \$9.54 an hour.
- ii.** Aaron George – PHS Volunteer Cross Country Coach. This is a volunteer position, and he will not be paid.
- iii.** Shannon Hatch – PHS Assistant GBB Coach. The three coaches have agreed to split the head coach and assistant coach stipends equally

- between the three of them. (\$2,091 Head Coach Stipend + \$1,045 Assistant Coach Stipend = \$3,136. Divided by 3 = \$1,045.33)
- iv. Locke Savage – PES Sweeper. He has worked for the District filling in for the current sweeper at Panguitch Elementary. He will be paid at \$9.27 an hour from the general fund, and will work as needed up to 19 hours per week.

There were a few questions regarding the accounts payable check summary, particularly Grainger and technical & support services amounts. Lark advised the Board the \$36,000.00 amount mentioned in technical and support services are the funds from Brent Judd's budget, the consortium funds. Garfield was his fiscal agent. He has since changed his fiscal agent to Kane School District. The budget needs to be changed to reflect that change. There was a question concerning a \$45.00 payment to Lark Reynolds for USBA Conference. Lark explained he attended a business administrator training in Midway. He received the health insurance training at this conference.

There was a brief discussion concerning a change to head coach from assistant coach, and should the person be approved as a new employee. Coaches training and background checks were also discussed. Superintendent Janice Hatch recommended doing a background check on everyone.

Brian Bremner proposed a motion to accept the August 2010 financial reports and the September hiring recommendations of the consent agenda. The minutes were not approved as they were in a rough draft form. The motion was seconded by Gladys LeFevre. A vote was called for. Ken Platt, Gladys LeFevre, Gregg Christensen, Brian Bremner, and Kay Englestead all voted aye. The motion passed unanimously.

Following Brian Bremner's motion he asked that the Board discuss changing the policy for requiring employees to pay for background checks. Mr. Bremner feels it is the district's responsibility to pay for background checks when the District hires an individual. After some discussion the Board agreed with Brian and asked that this item be added as an agenda item at the next meeting for further discussion.

2. Public Comments

Cheryl Cox asked regarding posting the yearly schedule for board meetings on the district website. Superintendent Hatch will have the schedule for the year posted on the district website. President Platt did offer an explanation that a yearly schedule is approved annually during the June meeting and is subject to change.

There were no other comments.

3. School Board Proposals – Comments

Gregg noted the District is responsible to train coaches. All coaches must receive the concussion training. He reported on his recent UHSAA Board of Trustees meeting where they discussed the realignment of regions. There is another meeting 9-29-10, 5:30 p.m. in Midvale. They will discuss the setting up of regions within the new alignments.

Gladys reported she attended a Five County meeting. While at that meeting she asked if the pool was on the Five County funding project list, it is not. However, the pool is on the Community Impact list. She had someone ask about the new EHS shop teacher not moving his family to Escalante. Superintendent Janice Hatch responded that Mr. Geddes was approved at step 1 lane 2. He was not given years of service; however he is on a three year provisional contract just like any other teacher. His family still has a home that has not sold. Mrs. LeFevre had a couple of financial questions pertaining to special education funding. Lark responded he was checking to see if there is a possibility the maintenance of effort can be lowered.

Kay attended a substance abuse meeting. The funding for substance abuse employees has been cut in half. Melissa Veater is the employee at the Southwest Center who took the program into the schools. They are turning it over to the communities.

Brian Bremner commented on the March 18, 2010 meeting minutes regarding the one-time early retirement window – there was discussion to work on a written policy. He doesn't think there is a written policy. He also commented on how some people who were cut have been hired back, and he wanted to make sure that it is in accordance with the District's RIF and orderly termination policies, or non-renewal procedures. He mentioned teachers who were moved to 5/7 time and wanted to know who had authorized such. He discussed working with Panguitch City to help reduce the parking concerns with the shared parking lot between the district office and the fire station. He also noted he had attended a meeting regarding the pool. The Panguitch City Council decided since the District is moving forward with the pool they are not taking any firm steps until they see what the District is going to do.

Gladys LeFevre noted a couple of things after looking at the draft minutes: she reminded Lark he was to have a Non-Discrimination Policy for the September meeting and the Board was going to have an agreement with the Escalante Heritage center drafted regarding a monthly fee. She asked if both had been completed.

Gregg Christensen commented he recently spoke with Jerry Roundy again concerning the draft agreement and it has not been done yet.

Ken Platt commented on how board members should be conservative when requesting information from district office staff, principals and building staff.

There was a brief discussion concerning PHS schedule, Mr. Harris is resigning leaving a vacancy in the art department, how to fill the vacancy, and be able to offer art credit,

teachers are moved all the time in order to fill needs, principals make decisions of this nature every year. Two of the three art areas at PHS will be filled by Shawn Cain. Miss Cain will be brought back to full time from 5/7 time with vocational funds because she has the qualifications to teach classes that can be used for art credits. The third will be filled with drama.

Brian Bremner referred to the RIF Policy and how qualifications come before seniority. Debbie Pollock read the last paragraph of the policy. Mr. Bremner noted information that was given by Uniserve Representative Sue Porter. He disagreed with everyone. President Platt asked that the RIF Policy be put on the agenda for the next meeting. President Platt gave each board member, Superintendent Hatch and Lark Reynolds a copy of an email Brian Bremner had sent out with questions regarding PHS class schedule and a response letter from PHS Principal Betty Ann Rember. He instructed everyone to read it. He noted he was not going to take time to address it during the meeting tonight, and if anyone still had questions they can be addressed later.

4. Superintendent's Report

Janice discussed the recent federal money, the Obama stimulus money, that may be coming to the District. She discussed some possible uses for the funds.

She then discussed attending a lobby session in Washington D.C. regarding the Secure Rural Schools Funds. County Commissioner Maloy Dodds had asked Janice to attend and he will request that the County pay half. The meeting is the 28th and 29th of this month. They discussed PILT funds and further discussion of the SRS funds. Superintendent Hatch has contacted Sevier District Superintendent Thorne for details for the trip to Washington. After discussing the purpose of the trip she asked for approval from the Board to attend the meeting. Gregg Christensen proposed a motion to allow Superintendent Hatch to travel to Washington D.C. and be a part of the lobbying for the money if Garfield County is willing to pay for half of the travel and the District would be responsible for the other half of the funding. The motion was seconded by Kay Englestead. A vote was called for. Ken Platt, Gladys LeFevre, Gregg Christensen, and Kay Englestead voted to approve the motion. Brian Bremner voted nay. The motion passed 4-1.

The superintendent talked about the state math graduation requirements. The state board of education will implement the Algebra II requirement next school year. Math teachers will need to be level 4. The current requirement is three math courses/credits for our district.

Superintendent Hatch gave a brief update concerning negotiations. There is a meeting scheduled for September 23rd with the Garfield Education Association. She also informed the Board there is a Bill regarding necessarily small schools funding to change the formula. She noted anytime there is a change Garfield and all rural schools get hurt.

She briefly mentioned Common Core Standards and advised the Board she would have AYP reports to share next month.

Superintendent Hatch noted PHS volleyball player Kalani Norris set a new state volleyball record. (See attachment) Mack Oetting had put an article in the Insider newspaper concerning Miss Norris' accomplishment.

Gladys LeFevre asked Lark to get information via email with the number of aides who work over 19 hours per week and the number of aides in each building. Superintendent Hatch informed the Board at the last administrators meeting that topic was addressed. The principals were asked to align their budgets and make additional cuts in that area. Within just a few days they reported to superintendent and had made significant cuts.

Steve Marshall requested that the pool issue be moved forward to this point in the meeting so the group could present and be dismissed.

President Platt moved item 5-F Capital Outlay Projects/Pool to this point in the meeting

5. Discussion and Actions Items

A. PHS Drama Program – One Hour

Discussion regarding this item included: Brian Bremner pointed out the only class at PHS that qualifies for fine arts is drama, the rate of pay will be \$18.00 per hour, Mrs. Baldwin and Mrs. Church will share the responsibility, and one of them will be there every day. Brian Bremner proposed a motion to accept PHS Principal Betty Ann Rember's proposal to allow Elaine Baldwin and Cheryl Church to teach Drama for one period at PHS and authorize Mrs. Rember to implement the proposal. The motion was seconded by Gregg Christensen. A vote was called for. Ken Platt, Gladys LeFevre, Gregg Christensen, Brian Bremner, and Kay Englestead voted to approve the motion. The motion passed unanimously.

B. Part-Time Panguitch Middle School Sweeper

Superintendent Janice Hatch requested board permission to advertise for a part-time sweeper at PMS. The purpose is to relieve Damon so he has time to deliver food and take care of any district business he has to do. The position is up to 19 hours per week, two days per week at the sweeper rate of pay. This position has already been built into the custodial budget. Brian Bremner proposed a motion to accept the proposal to hire a sweeper at Panguitch Middle School. The motion was seconded by Gladys LeFevre. The vote was unanimous, 5-0.

C. Administrative Salary Schedule / Experience for Teaching

Superintendent Janice Hatch reported to the Board the committee had not yet met. There is a meeting scheduled for September 23rd. This is an update and will have language and everything ready for the next meeting. She proposed three years teaching experience

would equal one year administrative experience with proficient or above average evaluations and continuous service in the district. If a person came from outside the district the Board would need to decide. She reminded the Board at the meeting in Escalante it was decided in district knowledge was valuable. This will be an addendum to the administrators salary schedule not a policy. President Platt tabled this item until the next meeting.

Note: At this point in the meeting Carl Higginson inquired if he should bring the engineer to the next meeting. There was discussion regarding engineer versus design bid build. Mr. Higginson noted he has been working with this particular engineer for several years. He is proficient in retrofitting schools. He also advised the Board he had contacted the design build six to eight weeks prior and had not yet received the preliminary proposal. There was also discussion regarding advertising, how to select contractors, interviewing contractors, bid packages, etc. It was clarified there is no need to bring the engineer to the next meeting. Staff has already been directed to go with design build. An ad needs to be placed for design build. Carl Higginson will be responsible for the ad. It was also clarified staff will get bids for the pool. Brian Bremner noted schedules are needed for PHS, BVE and the pool.

D. School Lunch Personnel: Director/Coordinators

Superintendent Janice Hatch updated the Board in regards to the Panguitch area food service personnel. Karleta Riggs retired. She is going for radiation treatments. She has been rehired through the proper channels to work less than 19 hours per week at a beginning wage. She will continue to do the menus and nutritional analysis until Fenella Holm is trained to do them. PHS Secretary Lisa Johnson has been given the responsibility of all ordering. Karleta did all ordering when she was the lunch manager as well as all the reporting. PMS Secretary Leniece Fischer has been given all the reporting responsibilities. Superintendent Hatch advised the Board she and Business Administrator Lark Reynolds discussed the situation and feel it would be beneficial to the District to pay each, Lisa Johnson and Leniece Fischer, a \$1,000.00 stipend rather than an hourly wage for the additional responsibilities. It is also better to divide and assign these responsibilities to these two secretaries rather than hire a half-time or quarter-time position, a part-time position with benefits or offer a job with no benefits. She explained when Gladys LeFevre inquired about LyNese Miller, she had been given testing when Vickie Ahlstrom and Earl Slack retired and the food service director was taken away from her. LyNese has also been given the ACT Plan and Explore grant. LyNese Miller still has SIS and certification and her other duties. Superintendent Hatch asked the Board if they were alright with the division of duties. The ladies are aware of this, they are already doing it. The Board thought the division of responsibilities was fine. Brian Bremner noted that where he works when there is additional work the employees just do it and do not receive any additional pay. He is opposed to paying the stipends. Gladys LeFevre noted she had no problem giving additional work to any other of the school secretaries. There was a very brief discussion if a motion was needed or not. No motion

was made. This item died for lack of a motion. There was no action taken. The meeting continued. (See attachment for details.)

E. PHS Volleyball Game Date Change

Approval for this game to be played on a Tuesday has already been given. It conflicts with Region Cross Country October 12 and needs to be moved to September 21. The games have been moved to 4:00 and 5:00 p.m. so students can attend MIA. A vote was called for. Ken Platt, Gregg Christensen, Kay Englestead and Gladys LeFevre voted aye. Brian Bremner voted nay. The motion passed 4-1.

F. Capital Outlay Projects

This item was addressed earlier in the meeting. Steve Marshall spoke. He relayed to the Board the pool was built in 1977. There has been minimal maintenance since the pool was built. The surface is only good for 20-25 years. He discussed the following items related to the pool:

- Temperature
- PH Levels
- Chlorine – individuals have sensitivity to
- Chemicals – off from time to time
- Staff are volunteers
- A bid had been submitted by Mike Hamblin who is an authority on pool chemicals, pumps, etc.
- Pumps \$25,000.00
- 12 Filters @ & 800.00 each
- Grids – not in-tact, particulate is strong
- Currently have DE Filter System, one of the best, but old and needs replacing
- Sent two water samples in, one from shallow and one from deep end
 - PH is in-line
 - Chlorine
 - Particulate Matter – is hazardous, lifeguards cannot see bottom of pool in the deep end
 - Ecoli – Negative
 - Fecal Matter – Negative
- Needs to be re-surfaced. Mike Gouch will submit a bid. He did submit a bid three years ago - \$29,000.00. Steve contacted him and explained financial difficulties. He dropped bid to \$25,000.00
- Pool uses: Scouts, certify lifeguards, people who need physical therapy, overweight people, only pool in surrounding counties, parties-pool manager is paid for parties/open swim/swim lessons.
- Panguitch City has agreed to assist with high maintenance items

Superintendent Hatch noted there are concerns of the significant amount of water loss and the ventilation/air filtration system for the school. She had Damon Brinkerhoff,

District Maintenance Supervisor, show pictures of problem areas at the pool which included:

- Ceiling Tiles need replaced
- Ducts – condensation build up leaks
- Surface of bottom of pool coming off
- Diving Board rusted and corroded
- Mechanical Room
 - Air Handler corroded
 - Pipes corroded
 - Solar System is not efficient/old
 - Glycol leaks into building
 - Filters – broken and plugged
 - Ceiling Tiles falling down, rusted and corroded
 - Cracks around entire pool and runs into water outlets
 - DE powder in bottom of pool, looks like sand
 - Cracked Tiles – currently being worked on. Time and materials donated
 - Lights – hanging, exposed wires
 - Doors – ventilation opens, causes dust problems

Damon Brinkerhoff noted the boiler is 50-60 years old. It will cost @ \$160,000.00 to make necessary repairs.

Discussion of hearsay a few years back Panguitch City approached school board to take over the pool and the proposal was denied, probably George Park double talk, no current board members remembered such a proposal.

Brian Bremner noted the Board needs to give direction to staff and let them get to work.

Debbie Pollock commented that infrastructure and maintenance are two different things and there are issues with what they mean. There are critical issues with the ventilation needs and the boiler. There is talk of closing schools and “needs” need to be prioritized.

More discussion regarding grants, examples of use given were other than the schools using the pool, getting the County involved, District providing bus transportation for swimming lessons costs the District, Superintendent’s concerns and priorities: snow removal, snow removal equipment, boilers, and security, etc.

Lark Reynolds offered his perspective/personal opinion that people are dragging their feet and the District owes it to Panguitch City to let them know what the District’s intent is. The District has 1.8 million sitting in the bank (in capital), the District brings in one million per year, and that will not cover everything that is wanted to be done. The Board will have to make it a priority.

It was suggested a five minute break be taken due to the meeting had already been in session for 3.5 hours.

President Platt reconvened the meeting.

Brian Bremner proposed a motion to direct staff to spend no more than \$50,000.00 of District funds from capital to first replace filters and repair cracks and plastering and to contact Panguitch City to see how much they are willing to contribute hoping to fix the lighting and progressively pursue a bid package for heating and air conditioning at PHS, BVE and also include a list of other items broken down that need to be done for the pool. Gladys LeFevre seconded the motion

There was more discussion regarding pumps, approaching Panguitch City to go \$30,000.00, City said \$15,000.00 to 20,000.00, pressure test before plaster, leaking DE.

Kay Englestead noted he has a problem with pumping chlorine right back into the building and won't vote for it unless a ventilation system is added. He noted they have been poisoning the staff and students for 30 years.

Carl Higginson informed the Board he had been working with an engineer from Richfield who has reviewed PHS AC/HVC systems and he is preparing a scope letter with some options. He will get copies to the Board when he receives it.

President Platt called for a vote on the motion. Brian Bremner, Gregg Christensen, Gladys LeFevre and Ken Platt voted aye. Kay Englestead voted nay. The motion passed 4-1.

Gladys LeFevre commented she would like to have a new pool contract drawn up between the District and Panguitch City. The original was made in 1977 and things have changed.

Brian Bremner thanked Yvonne Ricketts for suggesting the hospital or the hospital foundation be contacted to participate. Dr. Tim Dennis uses the pool for his patients. It was also noted there are dedicated citizens who have offered to help. It was also noted they would have to be certified. Kay Englestead has talked to the County and established a relationship there. He was told for a one time deal the County may kick in \$5,000.00. Mr. Englestead will get on their agenda and ask.

Individuals who were present for the pool left at this point in the meeting.

i. Snow Removal Equipment

Much discussion: have already authorized \$10,000.00 expenditure for district maintenance vehicle, Mr. Bremner will share website that can be checked for federal surplus vehicles in California, varied needs from each school/area for snow removal

equipment, state contract has been checked, Bobcats, Mules, ATVs with blades, Side-by-Sides, belt driven snow blowers for Antimony and Boulder Elementary Schools not gear driven snow blowers-safety issue, each school will need something, and the clearing of parking areas in addition to sidewalks. It was noted this project will be done as most cost effectively as possible.

Gregg Christensen proposed a motion to allow the purchase of snow removal equipment not to exceed 65,000.00 and reauthorized the \$10,000.00 expenditure for a maintenance vehicle. Brian Bremner seconded the vote. A vote was called for. Gladys LeFevre, Brian Bremner and Kay Englestead voted no. Ken Platt and Gregg Christensen voted aye. There was more discussion. Kay Englestead and Gladys LeFevre changed their vote to aye because other options to save money will be looked at. The motion passed 4-1.

ii. District Maintenance Vehicle

This item was included in the above snow removal equipment discussion. The motion was also made in the snow removal equipment section.

iii. Boilers – PHS/Pool/ BVE

This item was discussed above.

G. Home School Request

Gladys LeFevre proposed a motion to accept the home school request for student “A”. Brian Bremner seconded the motion. A vote was called for. Ken Platt, Kay Englestead, Gladys LeFevre and Brian Bremner voted aye. Gregg Christensen voted nay. The motion passed 4-1.

H. Resolution Adopting Final Tax Rates and Budgets

Business Administrator Lark Reynolds explained this is the maximum the District can get without going through the truth in taxation process. The budget that was adopted was at 2%. He had to do a little tweaking by lowering 10% additional of basic, they have other and additional also. There are different levies, some higher and some lower. Recreation was doubled. The only increase is redemptions. Redemptions are late payments on property taxes. Brian Bremner proposed a motion based on the information that the only tax rate increase is a result of redemptions that we accept the resolution adopting the final tax rate and budget for year 2010. Gladys LeFevre seconded the motion. The vote was unanimous. The motion passed 5-0. Lark had Ken sign and date the document at this time.

I. Utah Consolidated Application

Superintendent Hatch presented the Utah Consolidated Application. She advised the Board prior none of this was connected to funding, now it is. This application is submitted annually. Compliance requires an annual report. It includes the narrative plan for all programs which the Board approves and is then submitted to the state. The state goes through and approves prior to funding. (See handout for details.) \$148,817.00 is

federal funds. The UCA is \$630,721.00. It is worth applying for. Lark noted he will have to make some dramatic changes to the budget after receiving this information. Superintendent Hatch gave other details concerning the narrative. Gregg Christensen proposed a motion to approve the Utah Consolidated Application and give Janice permission to submit it to the state. Brian Bremner seconded the motion. All voted aye. The motion passed unanimously.

6. Board Business

A. Set October 2010 School Board Meeting time, date, and location.

The October board meeting is scheduled to be held at Bryce Valley High School on Thursday, October 21, 2010. Board meeting will begin at 6:00. If an executive session is needed it will begin at 5:00 prior to board meeting. There was some discussion concerning changing the meeting time to 5:00 p.m. It was decided to leave it at 6:00 p.m. due to people being accustomed to this time and it may be difficult for people who work to attend if start time is 5:00 p.m. It will be determined later if an executive session is needed.

7. Public Comments

Boulder Elementary Head Teacher Colene Gardner asked the Board if she could get some help to clean up the amphitheater. It was noted that had been approved a couple of years ago. Gladys indicated she would be in charge of that project. Kay offered to contact the County and see if they would donate some equipment time.

Gladys LeFevre noted she would like to have the Early Retirement on the agenda for next month. She would also like to look at insurance premiums and different insurance companies. She expressed her feelings that she doesn't see how the district can continue to pay out for the early retirement and asked Lark how much it was going to cost. Lark responded \$157,000.00 and that does not include benefits, salaries only. Kay Englestead mentioned he was on the early retirement. Ken told him he could not collect while he was on the board.

Lark informed the Board he had listened to the recording of the last meeting and the motion did not include a decision to pay the person that was not rehired for the summertime work which is less than \$100.00. They asked if it was Vickie Ahlstrom. Yes the person is Vickie Ahlstrom. The Board instructed Lark to make the payment.

Gladys LeFevre inquired concerning the annual financial report Lark had sent via e-mail. She wanted to know if there was anything to be concerned about. Lark advised the Board the general fund actually went up, there is some in reserve.

Superintendent Hatch advised the Board Colene Gardner had just handed her a request to approve two paraprofessionals for Boulder Elementary, Lara Ackerman and Chris

Chapple. They will be paid at the beginning para wage of \$9.54 per hour. Gladys LeFevre proposed a motion to hire the two individuals for paraprofessionals for Boulder Elementary. Brian Bremner seconded the motion. A vote was called for. Ken Platt, Gregg Christensen, Gladys LeFevre and Brian Bremner voted aye. President Platt noted Mr. Englestead was on the phone and did not vote. The motion passed 4-0-1.

8. Adjournment

Gregg Christensen proposed a motion to adjourn the meeting. Brian Bremner seconded the motion. A vote was called for. Ken Platt, Gladys LeFevre, Brian Bremner and Gregg Christensen voted aye. President Platt noted Mr. Englestead was still on the phone. The motion passed 4-0-1.

The meeting adjourned.

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 Annie Eldredge at 676-8821 at least three days prior to the meeting.