



# APPROVED MINUTES

## December 2023 BOARD MEETING MINUTES

The regular board meeting of the Piute County School District Board of Education was held on **December 12th, 2023** at the Piute County Courthouse in Junction, Utah. President Jeremy Pearson called the meeting to order at **3:33 P.M.** Present was Jeremy Pearson, Teresa Morgan, Erin Jensen, and Neccia Dalton. Also present was Superintendent Koby Willis and Business Administrator Dallas Sylvester. Guests at the meeting were: Sally James, Kami Gass, Paula Wilde, Kilee Long, Shauna Bagley, Tina Sudweeks, Craig Sudweeks, Shaylee Laws, Kelcie Dastrup, Russ Lee, Paul James, and Jeri Sylvester.

**Work Meeting:** The board, Superintendent Willis, and Dallas Sylvester met to review the district's 2023 financial report.

### Opening Remarks:

- Jeremy Pearson welcomed everyone to the meeting. After the pledge of allegiance was recited, opening remarks were given by Superintendent Willis.

### Program Reports:

- **CES 3rd Grade Classroom Report**
  - Kami Gass gave the board the CES 3rd grade classroom report.
  - She mentioned that she has implemented phonetic awareness lessons into her class each day.
  - Show shared a report of her students' reading progress.
  - She mentioned that the LETRS training has been beneficial and she has been able to implement it into her classroom.
- **CES 2nd Grade Classroom Report**
  - Paula Wilde gave the board the CES 2nd grade classroom report.
  - Paula presented the board with an Acadience report that tracks her students' progress throughout the year.
  - The report shows scores from the beginning of the year, middle of the year, and end of the year.
  - She mentioned that the school does a benchmark three times a year for math and progress monitoring every 2-3 weeks.
- **OES 3rd & 4th Grade Classroom Report**
  - Kilee Long gave the board the OES 3rd and 4th grade classroom report.

- She showed the board some of the things she has been working on with her students this year and what her classroom environment is like.
- She shared that her classroom theme this year is “It is cool to be kind”.
- She shared some growth-mindset activities that she does with her students.
- **Special Education Program Report**
  - Sally James, Shaylee Laws, and Kelcie Dastrup gave the board the special education program report.
  - Sally expressed that the special education team has been working well together.
  - Sally mentioned that she would like to implement a better organization system for the IEP’s in the district.
  - Kelcie mentioned that her biggest challenge this year has been how difficult it is to reach each student and having them accept the help they need.
  - Kelcie expressed that her confidence level as an educator has really increased here at the district.
  - Shaylee mentioned that her biggest win this year has been that she has implemented different strategies and activities to help students with their individualized needs.
  - Shaylee mentioned that she is currently working with 24 speech students and that due to completing more screenings for speech, she will be working with 36 total speech students beginning in January.
  - She added that it has been challenging for her to manage both SPED students and speech students in the district.
  - Sally, Kelcie, and Shaylee each expressed their appreciation for the paraprofessionals they work with and how valuable they are to the district.

**Public Comments:**

- The board gave time for the public to make comments.
  - Paul James gave an update on the school safety grant for the district.
  - He mentioned that the district will first use the funds to complete security upgrades on the high school and then the elementaries once the district knows the future plans of the two schools.
  - No other comments were made by the public.

**Business Items:**

- **State Special Education Policies & Procedures**
  - Sally James presented the board with the State Special Education Policies and Procedures.
  - She presented the board with the revisions to the special education rules for Utah as of January 2023.
- **Piute County School District Calendar 2024-2025**
  - Superintendent Willis presented the board with the proposed school calendar for 2024-2025.
  - September 6th will be the tech pd day.
  - Superintendent Willis mentioned that the school district will need to have 2 student Fridays next school year. The proposed Fridays are August 16th and November 8th.
  - Paul James mentioned that November 8th could be a virtual school day.

- The board discussed the possibility of making November 8th a virtual school day.
- The calendar will be revisited again.
- **Employee Negotiations Preview 2024-2025**
  - Superintendent Willis gave the board a preview of the employee negotiations for 2024-2025.
  - He provided the board with information about prior years salaries and benefits increases.
  - He presented the board with the priority list for FY25.
  - He added that the district would like to continue keeping up with inflation with cost of living increases.
  - He presented the board with initial estimates for salaries and benefits increases.
  - He showed the board how the teacher salaries in the district compare to the 10 smallest districts in the state.
- **Policy #1150 Transportation Director Job Description 2nd Reading**
  - Superintendent Willis presented policy #1150, Transportation Director Job for the second reading.
  - The policy outlines the duties and qualifications for the transportation director position.
  - Neccia Dalton made a motion to suspend the third reading of policy #1150, Transportation Director Job and approve it on the second reading. Erin Jensen seconded the motion. Motion passed by unanimous vote.
- **Policy #1200 Mentor Teacher Program Policy 2nd Reading**
  - Superintendent Willis presented policy #1200, Mentor Program for the second reading.
  - Teresa Morgan made a motion to suspend the third reading of policy #1200, Mentor Teacher Program and approve it on the second reading. Neccia Dalton seconded the motion. Motion passed by unanimous vote.
- **Policy #3002 Physical Examination Policy Revision 2nd Reading**
  - Superintendent Willis presented the revision of policy #3002, Physical Examination for the second reading.
  - The policy outlines the amount that an employee can be reimbursed for a CDL physical.
  - Neccia Dalton made a motion to suspend the third reading of the revision of policy #3002, Physical Examination and approve it on the second reading. Erin Jensen seconded the motion. Motion passed by unanimous vote.
- **Policy #7500 Building Use Policy Revision 2nd Reading**
  - Superintendent Willis presented the revision of policy #7500, Building Use for the second reading.
  - Erin Jensen made a motion to suspend the third reading of the revision of policy #7500, Physical Examination and approve it on the second reading. Neccia Dalton seconded the motion. Motion passed by unanimous vote.
- **Small Districts Capital Projects Grant Applications Status**
  - Superintendent Willis presented the board with the small districts capital projects grant applications status.
  - He mentioned that the state committee will be meeting this Friday to make their recommendations on which districts will be awarded the funding.

- **School Based Mental Health Grant**

- Superintendent Willis mentioned that the district can receive the school based mental health grant again.
- He mentioned that the grant no longer requires a funding match from the district and the district would be able to hire a part-time mental health specialist in the district.
- The board decided to open the position for a part-time mental health coordinator to finish out this school year from January to May.

- **Teen Center Construction Timeline**

- Superintendent Willis presented the timeline for construction on the teen center.
- He gave the board an update on the plans for the teen center.
- He mentioned that the current plan is to keep the weight room on the ground floor and construct the teen center above the weight room.
- KMA architects are working on the final engineered plans for the teen center.
- The plan is to put the project out for bid in January and hopefully start on the project in March.

- **Approval of Minutes and Vouchers**

- Erin Jensen made a motion to approve the November 2023 board meeting minutes, the November payroll, and district vouchers 24000345-24000428. Teresa Morgan seconded the motion. Motion passed by unanimous vote.

- **New Hires, Assignments, and Reassignments**

- Superintendent Willis presented the new hires in the district. They are as follows:

**New Hires:**

- Hire Keshia Gleave as the PHS Media Specialist.
- Hire Kari Morgan as a substitute teacher.
- Erin Jensen made a motion to approve the new hires. Teresa Morgan seconded the motion. Motion passed by unanimous vote.

**Information Items:**

- A. **Joint Legislative Committee Schedule-** Superintendent Willis presented the board with the joint legislative committee schedule.

**Executive Session : None**

**Adjournment**

- At 6:03 P.M. Erin Jensen made a motion to adjourn the **December 12, 2023** meeting of the school board. Teresa Morgan seconded the motion. Motion passed by unanimous vote.