

Form - Application/Cover Sheet  
UTAH STATE BOARD OF EDUCATION  
Waiver of Administrative Rule

*UAC R277-121 allows an LEA to request a waiver from a Board rule. This cover sheet should be used as a checklist in preparation of necessary materials and supporting documents.*

LEA: Duchesne County School District

SCHOOL(S): Altamont Elementary School & Altamont High School

RULE REQUESTING TO BE WAIVED: R277-419

REASONING/JUSTIFICATION FOR REQUESTED WAIVER:

See attached 4-day week authorization documentation

THIS IS A NEW WAIVER

THIS IS A REQUEST TO RENEW AN EXISTING WAIVER

DATE WAIVER WAS FIRST GRANTED \_\_\_\_\_

ATTACH DATA TO SUPPORT THE REQUEST WHICH MAY INCLUDE:

STUDENT ACHIEVEMENT DATA

COMMUNITY, STAFF, OR STUDENT SURVEY DATA

STUDENT ENROLLMENT DATA

ATTACH VERIFICATION OF THE FOLLOWING (AS APPLICABLE TO THE TYPE OF LEA)

LEA GOVERNING BOARD VOTE APPROVING REQUEST FOR WAIVER IN OPEN MEETING

RECOMMENDATION FROM THE BOARD OF THE SCHOOL'S AUTHORIZER (IF APPLICABLE)

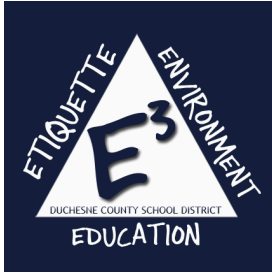
ATTACH THE FOLLOWING

WRITTEN AGREEMENT TO BE PROPOSED TO THE BOARD INCLUDING:

- ✓ EFFECTIVE DATE OF WAIVER (*or of the renewal*)
- ✓ HOW LEA OR SCHOOL WILL PROVIDE FOR PUBLIC REVIEW AND ACCOUNTABILITY (*such as parent/student/staff survey*)
- ✓ ACKNOWLEDGEMENT OF THE BOARD'S ABILITY TO REQUIRE ANNUAL UPDATES
- ✓ A SUNSET DATE FOR THE WAIVER (*three years or less*)

# UTAH STATE BOARD OF EDUCATION 4-DAY SCHOOL WEEK WAIVER REQUEST

District: **Duchesne School District - Upper Country Schools**



School(s):

Altamont Elementary

15734 West 4000 North

Altamont, UT 84001

Phone: 435-738-1375

Altamont High School

200 W. Main St.

Altamont, UT 84001

Phone: 435-738-1345

January 21, 2023

Utah State Board of Education  
Utah State Board of Education  
250 East 500 South  
PO Box 144200  
Salt Lake City, Utah, 84114-4200

*Duchesne County School District Board of Education Approved this Application: (For the High School on Jan. 11, 2024 For the Elementary on Feb. 8, 2024 ) Attached is a copy of board meeting minutes*

## **Request for allowance of a four-day week at Altamont Elementary and High School.**

Superintendent Dixon and Board Members:

This letter is a formal request for a waiver allowing Duchesne County School District (DCSD) to have a four-day school week at Altamont Elementary as well as Altamont 7-12 High School. The authorization will begin in August 2024 and end in June 2027. The Altamont Schools are located in a rural part of Duchesne County, known as the Upper Country, and are Necessarily Existing Small Schools. We, as a district, feel that this change will benefit the students and staff of these Upper Country Schools, and allow them to put an emphasis on academics and the progress of students while meeting other needs that currently exist.

## **Brief History**

Altamont High School and Elementary School known as the “Upper Country Schools” are located in a remote and rural “Upper Country” community of Duchesne County. The remote nature of the community requires some students and staff to travel substantial distances to and from school and work. The rural location of their community also causes the students, staff, and community to travel great distances to participate in and support their students in any type of extracurricular activities. Based on its remote location, and the size of the community, the high school especially is affected by the recent changes that have taken place with 1A schools. Nearly all of 1A schools have changed to the 4 day school week, with every school in our region, Region 22, on this schedule. With this being the case, this has placed us at a disadvantage when it comes to scheduling and trying to maintain our academic focus; as other schools require us to travel during the week to play them because of their 5 day schedule, where the other team is unable to travel because of their 4 day schedule. This has made a strong impact on the education and instructional time of our students and we see a need to take that time back.

The need for a strong uninterrupted academic program is essential to helping our students succeed educationally. We have seen a need to provide protection of our educational time so that our teachers can provide consistent instruction over the years. We have looked at this change a number of times for these schools and haven’t felt the timing has been quite right, but we are finally at a point where we see our student achievement scores declining at the high school level and feel the need for more uninterrupted instructional time and the change is now. With this change we are hoping to reduce the amount of time high school students are taken out of school and increase students attendance rates. Along with that, Altamont Elementary would like to stay on the same schedule as the high school so they don’t see an adverse impact on their students’ attendance and because of that would also like to go to the four day school week schedule. Additionally, we recognize there are other areas that are also affected with changes in a schedule such as this. We foresee and look forward to providing more time for quality family time for the families in this community. We also hope that our students will use this time for meaningful work or intern experiences and to increase the service in their community. As a District, since the Covid pandemic we have struggled to find substitutes to fill the need in the classroom and in transportation, reducing the days of school for these schools, will also reduce our need for substitutes.

## **Enrollment Data**

Current Total Enrollment:     Altamont Elementary: 363

  Altamont High School: 260

## **Commute Information**

Bus routes for students are combined with Elementary and High School students riding the same buses. The bus routes (for in-boundary students) currently range from 45 - 65 minutes of travel time each morning and again each afternoon. We also currently have a number of teachers and staff that travel approximately 25 - 30 minutes to and from work each day.

## **Demographics of Students**

<b>ALTAMONT ELEMENTARY</b>	
<b>CHARACTERISTIC</b>	<b>%</b>
Black	>1%
White	92%
Hispanic/Latino	6%
American Indian/ Native Alaskan	>1%
Pacific Islander	>1%
English Language Learner	2%
Special Education	24%
Economically Disadvantaged	39%

<b>ALTAMONT HIGH SCHOOL</b>	
<b>CHARACTERISTIC</b>	<b>%</b>
Black	>1%
White	93%
Hispanic/Latino	5%
American Indian/ Native Alaskan	2%
Pacific Islander	>1%
English Language Learner	2%
Special Education	22%
Economically Disadvantaged	24%

**SCHOOL and STUDENT SUCCESS INFORMATION**

<b>ALTAMONT ELEMENTARY</b>		
<b>YEAR</b>		
	<b>ACHIEVEMENT</b>	<b>GROWTH</b>
2022-2023	<b>Typical</b> ELA- 46.9 % Math- 47.2 % Science- 59.5 %	<b>Exemplary</b> ELA- 59.2 % Low Math- 72.2 % High Science- 62.3 % Average
2021-2022	<b>Typical</b> ELA- 49.1 % Math- 52.7 % Science- 52.1 %	<b>Exemplary</b> ELA- 61.4 % Average Math- 80.6 % Average Science- 67.7 % Average
2020-2021	<b>Typical</b> ELA- 46.0% Math- 46.3% Science- 56.7%	ELA- ND Math- ND Science- ND
<b>GRADUATION RATE DOESN'T APPLY TO THIS SCHOOL</b>		

<b>ALTAMONT HIGH SCHOOL</b>		
<b>YEAR</b>		
	<b>ACHIEVEMENT</b>	<b>GROWTH</b>
2022-2023	<b>Typical</b> ELA- 34.2 % Math- 35.0 % Science- 38.6 %	<b>Exemplary</b> ELA- 49.7 % Low Math- 58.9 % Average Science- 57.2 % Low
	<u><b>POSTSECONDARY READINESS</b></u> <b>Typical</b> ACT 18+- 40.5% 4-Year Graduation Rate- 92.3% Readiness Coursework- 94.4 %	
2021-2022	<b>Typical</b> ELA- 31.8 % Math- 40.0 %	<b>Exemplary</b> ELA- 61.7 % Average Math- 59.0 % Average Science- 53.9 % Average

	Science- 37.9 %	
	<b><u>POSTSECONDARY READINESS</u></b>	
	<b>Commendable</b> ACT 18+- 41.2% 4-Year Graduation Rate- 98.2% Readiness Coursework- 100 %	
2020-2021	<b>Typical</b> ELA- 23.1 % Math- 35.9 % Science- 39.5 %	ELA- ND Math- ND Science- ND
	<b><u>POSTSECONDARY READINESS</u></b>	
	<b>Commendable</b> ACT 18+- 51.4% 4-Year Graduation Rate- 98.0% Readiness Coursework- 91.7 %	
<b>YEAR</b>		
<b>GRADUATION RATE</b>		
2022-2023	97.6%	
2021-2022	92.3%	
2020-2021	98.1%	
2019-2020	98.0%	

**Absenteeism History and Comparison**

<b>ALTAMONT ELEMENTARY</b>	
<b>YEAR</b>	<b>STUDENT ATTENDANCE PERCENTAGE RATE</b>
2022-2023	60.2%
2021-2022	56.3%
2020-2021	79.4%
<b>YEAR</b>	<b>EDUCATOR PERCENTAGE OF SCHOOL DAYS ABSENT</b>
2022-2023	For Coaching on Fridays: 3.8% For Coaching Other Days than Friday: 5% Other Reasons on Fridays: 36.7%

	<b>Total instructional hours missed: 424.5 hrs.</b>
2021-2022	For Coaching on Fridays: 3.3% For Coaching Other Days than Friday: 5% Other Reasons on Fridays: 65% <b>Total instructional hours missed: 667.5 hrs.</b>
2020-2021	For Coaching on Fridays: 0% For Coaching Other Days than Friday: 2.2% Other Reasons on Fridays: 36.7% <b>Total instructional hours missed: 364.25 hrs.</b>

<b>ALTAMONT HIGH SCHOOL</b>	
<b>YEAR</b>	<b>STUDENT ATTENDANCE PERCENTAGE RATE</b>
2022-2023	89.3%
2021-2022	79.5%
2020-2021	85.8%
<b>YEAR</b>	<b>EDUCATOR PERCENTAGE OF SCHOOL DAYS ABSENT</b>
2022-2023	For Coaching on Fridays: 10% For Coaching Other Days than Friday: 18.9% Other Reasons on Fridays: 43.9% <b>Total instructional hours missed: 712.25 hrs.</b>
2021-2022	For Coaching on Fridays: 12.2% For Coaching Other Days than Friday: 21.1% Other Reasons on Fridays: 29.4% <b>Total instructional hours missed: 626 hrs.</b>
2020-2021	For Coaching on Fridays: 12.2% For Coaching Other Days than Friday: 26.1% Other Reasons on Fridays: 22.8% <b>Total instructional hours missed: 644.75 hrs.</b>

## SURVEY RESULTS FROM PARENTS/STAFF/STUDENTS

### Altamont Elementary School Survey Data

#### AES Parent Opinion Poll Jan/Feb 2024

If Altamont High School receives approval from the State Board to go to a 4-day week, would you prefer Altamont Elementary to also move to a 4-day week, or would you prefer DCSD leadership to explore the possibility of keeping AES on a 5-day week?

In Support of 4 Day	Prefer to Explore Keeping 5 Day	Total of Votes Submitted
118 / 77%	35 / 23%	153

### Altamont High School Survey Data

<i>Which role best describes you?</i>	4 Day School Week	5 Day School Week	No Preference	Grand Total	
Teacher	12	5	1	18	
Student	20	25	4	49	
Parent	54	13	10	77	
Employee (other than a teacher)	8	6	2	16	
Community Member	1	4		5	
Both Teacher and Parent	7	5	3	15	
Both Parent and Employee (other than a teacher)	9	7	6	22	
	0			0	
<b>Grand Total</b>	<b>0</b>	<b>111</b>	<b>65</b>	<b>26</b>	<b>202</b>

All Student Roles	20	25	4
All Parent Roles	70	25	19
All Employee Roles	27	16	6



**ANNUAL TRANSPORTATION SAVINGS as Compared to a 5-day School Week**

	<b>LOADED</b>	<b>DEADHEAD</b>	<b>TOTAL</b>	<b>\$ Per Week</b>	<b>\$ Per School Year</b>
<b>Route Miles Per Day</b>	270	76	346	\$1038.00	\$32,178.00

**SCHOOL CALENDAR AND SCHEDULES**

**Altamont Elementary School Schedule  
Bell Schedule**

7:45 a.m.	Soft Start
9:15 - 9:30 a.m.	Kindergarten/Preschool Recess
9:30 - 9:45 a.m.	1st / 2nd Grade Recess
9:45 - 10:00 a.m.	3rd / 4th Grade Recess
10:00 - 10:15 a.m.	5th / 6th Grade Recess
11:00 - 11:20 a.m.	Kindergarten/Preschool Lunch
11:20 - 11:40 a.m.	Kindergarten/Preschool Recess
11:20 - 11:40 a.m.	1st / 2nd Grade Lunch
11:40 a.m. - 12 p.m.	1st / 2nd Grade Recess
11:40 a.m. - 12 p.m.	3rd / 4th Grade Lunch
12:00 - 12:20 p.m.	3rd / 4th Grade Recess
12:00 - 12:20 p.m.	5th / 6th Grade Lunch
12:20 - 1:00 p.m.	5th / 6th Grade Recess
1:00 - 1:15 p.m.	Kindergarten/Preschool Recess
1:15 - 1:30 p.m.	1st / 2nd Grade Recess
1:30 - 1:45 p.m.	3rd / 4th Grade Recess
1:45 - 2:00 p.m.	5th / 6th Grade Recess

3:15	Go Home Bell
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## Altamont High School Schedules

### Bell Schedule

<b>Period 1</b>	68 mins.	7:45 - 8:53 a.m.
<b>Period 2</b>	68 mins.	8:56 - 10:04 a.m.
<b>Period 3</b>	68 mins.	10:07 - 11:15 a.m.
<b>Lunch</b>	25 mins.	11:15 - 11:40 a.m.
<b>Period 4</b>	68 mins.	11:40 a.m. - 12:48 p.m.
<b>Period 5</b>	45 mins.	12:51 - 1:36 p.m.
<b>Period 6</b>	45 mins.	1:39 - 2:24 p.m.
<b>Period 7</b>	48 mins.	2:27 - 3:15 p.m.

### Master Class Schedule

Class Time	68 mins	68 mins	68 mins	25 min	68 mins	45 mins	45 mins	48 mins
Period	1	2	3	LUNCH	4	5	6	7
Allred D	English 11	English 10	English 11	LUNCH	English 10	Intervention	Prep	Journalism 1 & 2
Taylor K	English 9	Film Studies/TV	English 9	LUNCH	Ut Stud7/ Ut Stud7	Intervention	Prep	Theatre
Ames A	English 7	English 8	English 7	LUNCH	English 8	Intervention	Ballroom Dance	Prep
Brighton	AP Calc	Math of Per. Finance 12	Math 3 (11)	LUNCH	Math 3 (11)	Intervention	Geography Sem 1 & 2	Prep
Rust	Math 1 (9)	Math 2	Math 1	LUNCH	Math 2 (10)	Intervention	Weights	SS&D (athletes)
Monney	Math 7	Math 8	Math 7	LUNCH	Math 8	Intervention	Prep	Photography
Maxfield	Prep	Earth Science	Science 8	LUNCH	Earth Science	Intervention	Health 10	Astromony/ Psychology
Suter	Science 8	Science 7	Biology	LUNCH	Chemistry	Intervention	Prep	Anatomy/ Physiology
Foy	Wildlife Biology/	Science 7	Biology	LUNCH	Fit for Life	Intervention	Zoology	SS&D (athletes)

	Env Science							
Wells	Vet Assist	Animal Science	Prep	LUNCH	Welding	FFA & SBO Leadership	Intro to Ag 7 & 8	CCA 7th
Allred C	Mech/ Arch	3D Design Drones	Welding	LUNCH	Woods II & III	Woods I & II	Prep	CCA 7th
Liddell	Foods I/ Foods II	Sewing I & II	Prep	LUNCH	Hosp/Trvl Child Dev.	Culinary I	Interior Design I/II	FACS 8/ FACS 8
Wickel	Econ/ Fin Lit	Accounting	Business Comm 12	LUNCH	Econ/ Fin Lit	Exploring Bus Market	Business Office	Digital 8 Coach
McKinnon	US History 8	US Hist 11	US History 8	LUNCH	US Hist 11	Government 12	World History 10	Prep
Woodhouse	Driver's Ed	Fit for Life	Weights	LUNCH	Health 7/ Health 7	Weights	PE 7-8th	SS&D (athletes)
Zander	-----	-----	Drawing Art	LUNCH	Prep	Painting	Art 7/8	Ceramics
Reep	Orchestra	Yearbook	Prep	LUNCH	Choir	Orchestra 7/8	Band 7/8	Band
Allen	Essential Elements	Special Education	Essential Elements	LUNCH	Special Education	Intervention Sped	Special Education	Prep
Atwood	Special Education	Essential Elements	Special Education	LUNCH	Essential Elements	Intervention Sped	Special Education	Prep
M. Wickel (Coach)	Beg Dance	Dance						
Spencer			Seminary	LUNCH	Seminary	Seminary	Seminary	Seminary

## 2024-2025 Altamont Schools Calendar

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:6433d10b-b05c-3047-bebf-fd968b098d11>

# Local School Board Meeting Minutes of Approval

## DUCHESNE COUNTY SCHOOL DISTRICT BOARD OF EDUCATION

### REGULAR SESSION

January 11, 2024

District Office 1010 East 200 North, Roosevelt, Utah

**OFFICERS:** President Tony Smith presided with Board Members Mark Thacker, Brandon Bench, Don Busenbark, and Emilee Wells present, as well as Superintendent Jason Young and Business Administrator Dee E. Miles.

#### **VISITORS:**

Gwen Prescott Phillip Bertoch Mike Ross Janalee Goodrich Kendra Embleton Michael Weldon Rauni Guffey Kimberley Murray Shauna Ross Bruce Guymon Sharalee Ostler Lynn Sorensen Lori Oman Jane Berntson Heather Cook Jamie Dean Donald Miles Torri Miles Jim Freston Lola Stansfield Annissa Maxfield Glenna Sorensen Phyllis Price Melissa Allen Pennie Thacker Michelle Timothy Mckaylee Bess Angela Wickel Mariah Wickel Sharon Smith Paul Smith Jozlyn Jenkins Alicia Jenkins Justin Jenkins Caroline Mangum Gina M Stevenson Mattina Reep Donna Richens Venna Miles Suzie Louder Sam Williams Holli Williams Jason Wells Monica Wells Tracy McKinnon Amanda Foy Mike Foy Lucy Howes Shelby Thayne Devin Peterson Catherine Jurado Rafe Dudley Achell Fowler Erica Gilbert Shilo Monney Bryce Monney Terra Atwood Samantha Suter Shana Oman Randall Thacker

**WORK SESSION:** The Board discussed four day week options for Altamont.

**REGULAR SESSION:** President Smith called the regular session to order at 7:00 p.m. Mr. Smith offered prayer. Ms. Wells led the Pledge of Allegiance to the Flag of the United States of America.

**AGENDA, MINUTES:** Mr. Bench moved and Mr. Busenbark seconded to approve the minutes of the regular board meeting held December 7, 2023; voting was unanimous in the affirmative.

**RECOGNITION:** The community partner award was presented to Northeastern Counseling and the Extra Degree award to Anitra Duncan for their exceptional contributions to student success.

**ADMINISTRATIVE REPORTS:** Shauna Ross, Myton Elementary School Principal, reported on the school goals for reading and math. They are on track to meet the goals by the end of the year. They have "Positive Paws" to recognize students. Mr. Busenbark reported on a Board visits Neola, Centennial, and Con Amore seeing great things and some needs as well.

**OPEN TIME:** At 7:23 p.m. President Smith opened the meeting for public comment. Superintendent Young reviewed the history of four-day week in Utah, and the High School leaning toward four-day and the Elementary toward five-day. The option of each school being on a different schedule has too many challenges. Annissa Maxfield expressed concern for students missing class with the current schedule. Mariah Wickel expressed concern for younger students missing school time as well. Sharon Smith asked about her special needs student who would struggle more with a longer day in a four-week schedule. Gina Marie Stevenson, Bus Driver / Garage Supervisor, was concerned about how long students would be on a bus and if drivers would lose pay and benefits on a four-day week. Superintendent Young noted drivers would keep their pay and benefits. Randall

Thacker noted the impact on many students when teams are traveling. Terra Atwood, High School Special Ed. Teacher, noted her feeling that students need more education time, and the challenge with extracurricular activities.

Superintendent Young also noted another concern for Elementary students losing morning learning time for extended afternoon time, and that the staff of the District would support the decision of the Board either way. President Smith closed open time at 7:54 p.m.

#### ACTION ITEMS:

1. Altamont School Schedule – Mr. Thacker asked if the split schedule between schools had any possible feasibility. Mr. Bench noted Altamont High not being on a four-day is asked to travel during the week to other schools for extracurricular activities during the week since other schools can't. Mr. Thacker moved to apply to the State Board for a four day week for the High School and let the Elementary staff and community work on possible schedules and a preference either way to present to the Board at the next meeting. Ms. Wells seconded. Lori Oman, Principal, noted the Elementary staff and parents had already decided their preference would be to go four-day if the High School did. Ms. Wells noted concern for the later Elementary school day. Mr. Thacker noted the Board should man up and make a decision. Aye votes: Mr. Thacker, Mr. Bench, Mr. Smith. Nay votes: Mr. Busenbark, Ms. Wells; motion passed.
2. Altamont Construction Timeline Plan – Superintendent Young reported grant funding was not awarded this year, but the Altamont shops could proceed and then reapply for a grant next year for the Elementary School. Mr. Bench moved to approve moving forward with the shops. Ms. Wells seconded; passed unanimously.
  - a. Union Preschool Playground – A play area for the preschool class was proposed. Mr. Thacker moved to approve. Mr. Bench seconded; passed unanimously.
3. Policy (2<sup>nd</sup> Reading) Basic Instructional Program 4.0510 & 5.0210.26 & .27 – Mr. Busenbark suggested generalizing acronyms that change, that the number of credits could be clarified, and moved to approve. Mr. Bench seconded; passed unanimously.
4. Travel Request: UHS Caps 7 students to Educator Rising (Feb 27-28) – Mr. Thacker moved to approve. Mr. Bench seconded; passed unanimously.

#### DISCUSSION ITEMS:

1. 1<sup>st</sup> Reading Policy: 6.0200 Community Use of School Facilities – Superintendent Young reported on several months of work to consolidate, update, and clarify language in several policies, which should result in more consistent building use practices.
2. 1<sup>st</sup> Reading Policy: 5.0413.08 Lice/Bed Bugs - Superintendent Young noted the policy combines both health care professional recommendations and community input. The first section is information for parents. The attempt is to protect individual conditions and protect public interests.
3. 1<sup>st</sup> Reading Policy: 4.0411 Teacher-selected material selection and review – Superintendent Young noted more legislation is under way. Kendra Embleton noted the updates would shorten and clarify policies to coordinate classroom and whole school challenge of materials. The standards include age-appropriate, community and reasonableness standards along with maintaining an informational non-political basis.
4. 1<sup>st</sup> Reading Policy: 2.0120.11 Title I Amendments – Superintendent Young noted the policies are needed for managing federal grant requirements.

EXECUTIVE SESSION: Mr. Bench moved and Mr. Busenbark seconded that the Board go into executive session to discuss personnel; aye votes: Mr. Bench, Mr. Busenbark, Ms. Wells, Mr. Smith, Mr. Thacker. Nay votes: none. Motion passed. President Smith closed the regular session at 9:11 p.m. Mr. Busenbark moved and Mr. Thacker seconded that the Board go out of executive session at 9:40 p.m.; passed unanimously.

**ADJOURNMENT / FUTURE PLANNING: Mr. Busenbark moved to adjourn, Mr. Bench seconded. President Smith closed the meeting at 9:41 p.m. The next Regular Meeting will be held Thursday, February 8, 2024, at Duchesne Elementary School, 168 West 200 North, Duchesne, Utah.**

**DUCHESNE COUNTY SCHOOL DISTRICT  
BOARD OF EDUCATION**

**REGULAR SESSION**

**February 8, 2024**

**Duchesne Elementary, 168 West 200 North, Duchesne, Utah**

**OFFICERS: President Tony Smith presided with Board Members Mark Thacker, Brandon Bench, Don Busenbark, and Emilee Wells present, as well as Superintendent Jason Young and Business Administrator Dee E. Miles.**

**VISITORS:**

Mike Ross Janalee Goodrich Michael Weldon Aubrey Harris Shelby Thayne Brooke Wallace Mindy Larsen Tiffany Larsen Shanae Bingham Jenny Einerson Rebecca Christensen Lynn Sorensen Glenna Sorensen Sharon Smith Daron Gatherum Rauni Guffey Jane Bernston Lucy Howes Lesa Dixon Devin Peterson Dretyn Einerson Kyler Einerson Kalen Caldwell Brecken Caldwell Quentin Eschler Megan Eschler Jessica Thayne Sidney Thayne Samantha Suter Annessa Maxfield Dakota Smith Jesse Smith Theresa Clark Krishelle Clark LaNae Walker Elizabeth Anderson Brent Bingham Destiny Guffey Kacy Hastings Stephanie Carter Caydance Carter Cole Christensen

**WORK SESSION: The Board discussed ways to encourage appropriate communication, staff surveys, and school schedules.**

**REGULAR SESSION: President Smith called the regular session to order at 7:00 p.m. Ms. Wells offered prayer. Mr. Thacker led the Pledge of Allegiance to the Flag of the United States of America.**

**AGENDA, MINUTES: Mr. Bench noted a visitor to add to the minutes and made a motion to approve, and Mr. Busenbark seconded to approve the minutes of the regular board meeting held January 11, 2024 and the special meeting held January 22, 2024; voting was unanimous in the affirmative.**

**RECOGNITION: The Community Partner award was presented to Eagle Fitness, and the Extra Degree award to the Speech and Hearing staff across all the schools for their exceptional contributions to student success. Attendance Matters Poster Contest winners were announced.**

**ADMINISTRATIVE REPORTS: Aubrey Harris, Duchesne Elementary Principal, reported on aggressive goals from each grade level and progress so far at mid-year in academics and social skills. Mr. Busenbark reported on the good visits and observations at the Duchesne Schools.**

**OPEN TIME: At 7:43 p.m. President Smith opened the meeting for public comment. Shelby Thayne expressed support for the proposed changes to bereavement and maternity leave policies. He also supported the letter from Governor Cox to limit cell phone's distractions in schools. President Smith closed open time at 7:47 p.m.**

**ACTION ITEMS:**

1. **Schedules for Altamont Schools – Mr. Busenbark moved to table until next month, and Ms. Wells seconded. Mr. Bench voted nay noting that the Board might be able to decide at this meeting. Mr. Busenbark withdrew his motion. Ms. Wells moved to approve the proposed seven period schedule with extended morning periods and shorter afternoon periods, Mr. Thacker seconded. Mr. Busenbark**

expressed concern for the difference in class times. Aye votes: Mr. Smith, Mr. Thacker, Ms. Wells, Mr. Bench; Nay votes: Mr. Busenbark. Motion passed. Mr. Thacker moved to approve Altamont Elementary to apply to the State Board with the High School to go to a four-day week next year. The Board noted that a majority of a survey of staff and parents were in favor of going to four-day to match the High School schedule, and that they had studied the research and considered a lot of input from parent emails and conversations. Mr. Busenbark seconded, motion passed unanimously.

2. **Student Board Representative Position** – Superintendent Young reviewed a proposal to have more student representation and reviewed several options for their participation. Mr. Bench moved to table for further discussion. Ms. Wells seconded; passed unanimously.

3. **Fee Schedule Hearing** – Mr. Busenbark moved to open a public hearing; Mr. Bench seconded; passed unanimously. Superintendent Young reviewed the status of the proposed fees with spending plans and that the Legislature was considering funding some of the fees. The fees are mostly consistent across the schools with some individual circumstances. Mr. Busenbark clarified advanced placement and summer school rates. Lucy Howes asked about debate and FBLA fees. Shelby Thayne asked about making changes during the year. There being no further comments. Mr. Busenbark moved to approve the schedules and close the hearing, Mr. Bench seconded, motion passed unanimously.

4. **2nd Reading Policy: 6.0200 Community Use of School Facilities** – Superintendent Young noted the updates to comply with law, protect the District, and meet the needs of the community. A designated building supervisor must be at each event. Mr. Bench moved to approve and give the Superintendent and Principals the discretion to adjust rates up to 20% for individual situation accommodations. Mr. Busenbark seconded and noted appreciation for promoting more fairness in the use of buildings; passed unanimously.

5. **2nd Reading Policy: 5.0413.08 Lice / Bed Bugs** – Jamie Dean, School Nurse, noted the communicable disease portion would be moved to its own policy. Mr. Busenbark moved to approve. Mr. Bench seconded; passed unanimously.

6. **2nd Reading Policy: 4.0411 Teacher-selected material selection and review** – Superintendent Young noted the update to meet current statutes. Mr. Thacker moved to approve. Mr. Busenbark seconded; passed unanimously.

7. **2nd Reading Policy: Title I Amendments 2.0120.11** – These are operational policies for Federal grant management. Mr. Bench moved to approve. Mr. Thacker seconded; passed unanimously.

8. **Travel Requests** – The technology department requested to attend the ISC conference in April. Mr. Thacker moved to approve. Ms. Wells seconded; passed unanimously.

9. **Buildings** – Mr. Busenbark noted that the Duchesne High project was progressing well. Michael Weldon reported it was on schedule for completion by the end of July. The Board set February 20 at 10:30 a.m. at Duchesne High to pre-qualify contractors for the Altamont High shops project, and March 14 at 5:30 p.m. at the District Office to review final bids.

#### **DISCUSSION ITEMS:**

1. **Policy 1<sup>st</sup> Reading: 3.0411.02 Sick Leave, Maternity, Paternity, and Bereavement Leave** – Superintendent Young noted the administration team had developed the proposed policy to better meet the needs of employees.

2. **Governor Cox Letter: Cellphones in Classrooms** – Ms. Wells noted many districts across the country have enacted policies but it would need input from students, parents, and administrators. There is a need to reduce the distraction of cell phones and promote appropriate use.

**EXECUTIVE SESSION: None**

**ADJOURNMENT / FUTURE PLANNING:** Mr. Thacker moved to adjourn; Mr. Busenbark seconded. President Smith closed the meeting at 9:15 p.m. The next Regular Meeting will be held Thursday, March 7, 2024, at the District Office, 1010 East 200 North, Roosevelt, Utah.

