

THE BOARD OF EDUCATION OF SALT LAKE CITY SCHOOL DISTRICT

Board Business Meeting
and Closed Executive Session

September 1, 2015

The Board of Education of Salt Lake City School District met in a Board Business Meeting and Closed Executive Session at 6:05 p.m. on Tuesday, September 1, 2015, in the Board Room of the Administration Building, 440 East 100 South, Salt Lake City, Utah.

ROLL CALL

Members Present: President Heather Bennett, Vice President Tiffany Sandberg, Rosemary Emery, Melissa Ford, Katherine Kennedy (via electronic media), and Kristi Swett (via electronic media).

Members Excused: J. Michael Clára and Cristian Cortes, Student Member.

Also Present: Superintendent McKell Withers; Janet Roberts, Business Administrator; Patrick Garcia, Associate Superintendent School Support; Kristina Kindl, Director of Policy and Legal Services; Craig Ruesch, Interim Executive Director Human Resources; Barbara Kuehl, Executive Director, Academic Services/Professional Development; Kathleen Christy, Educational Equity and Advocacy; Brian Conley, Lead Director, School Leadership Support; Christine Marriott, Director, Assessment and Evaluation; Misty Suarez, Director, Student Services; Shelley Halverson, Director, Special Education; Kenneth Grover, Director Career & Technology Education and Principal, Innovations High School; Michael Williams, Director of Development and External Relations; Kim Knettles, Interim Director, Title I/Family & School Collaboration; Joann Price, Elementary School Leadership Support; Ken O'Brien, Interim Science Supervisor; Nicole Warren O'Brien, Principal, Rose Park Elementary; Deborah Candler, Interim Principal, Wasatch Elementary School; Susan McFarland, President, Salt Lake Education Association; Janet Clark, representing the Child Nutrition Employees Association; Cindy Mills, representing the Salt Lake Educational Office Personnel Association; Jason Olsen, Public Information Officer; Tina Hatch, Business Administration Office; and others in the audience.

In accordance with the agenda prepared for the Board Business Meeting of September 1, 2015, three motions were made. Items are reported as listed in the agenda and not necessarily in the order they were considered.

The meeting was called to order by President Bennett, who presided.

1. CLOSED EXECUTIVE SESSION

A. Litigation, Negotiations, and/or Property

At 6:05 p.m. a motion was made, after which members excused the audience and remained in the board room:

*(1) That the board meet in Closed Executive Session to consider litigation, negotiations, and/or property.

** (Ford and Sandberg)

Present for Closed Session for litigation, negotiations, and/or property were Heather Bennett, Tiffany Sandberg, Rosemary Emery, Melissa Ford, Katherine Kennedy (via electronic media), Kristi Swett (via electronic media), McKell Withers, Janet Roberts, Patrick Garcia, Kristina Kindl, and Flo Vincent, board legal counsel from Prince, Yeates and Geldzahler.

VOTE RECORD	AYE	NAY	ABSENT
BENNETT	X		
CLÁRA			X
EMERY	X		
FORD	X		
KENNEDY	X		
SANDBERG	X		
SWETT	X		
A Absent	Ab Abstention	F Failed	
N "No" Vote	NA No Action	T Tabled	
W Withdrawn	*Unanimous Approval		
**Members Making Motion			

B. Character, Professional Competence, or Physical or Mental Health of an Individual

There was no Closed Executive Session for Character, Professional Competence, or Physical or Mental Health of an Individual.

Board members adjourned from the Closed Executive Session for litigation, negotiations, and/or property at 6:26 p.m. and returned to the Board Business Meeting at 6:34 p.m.

2. BOARD BUSINESS MEETING

- President Bennett welcomed everyone in the audience. She recognized the presence of Susan McFarland, President, Salt Lake Education Association; Janet Clark, representing the Child Nutrition Employees Association; and Cindy Mills, representing the Salt Lake Educational Office Personnel Association.
- Ken O'Brien led the audience in reciting the Pledge of Allegiance to the Flag.
- Tiffany Sandberg recognized Nathan Auck, a teacher at Horizonte, as a recipient of the Presidential Award for Excellence in Mathematics Teaching. She outlined the requirements for the award, and noted that only 108 awards are given each year. She congratulated him, and presented him with a Certificate of Recognition from the Board of Education. Nathan introduced his family members who were present, and thanked his mentors.

A. CONSENT AGENDA

*(2) A motion was made to approve the five items, including two property purchases and two policies, included in the Consent Agenda. These items are listed below.

** (Emery and Ford)

1. The Purchasing/Accounting Reports, included a breakdown of items costing over and under \$50,000, increases to existing purchase orders, a payment voucher report that

includes travel and professional expenditures, a Budget Report for July 2015, and the School's Financial Reports for elementary, middle, and high schools and Student Body Activities for East, Highland, and West High Schools for the twelve months ended June 30, 2015.

2. The Human Resources Department Report, included new contract employment for fifty-four employees, changes for thirty-six, and releases for fifteen.
3. Minutes of the Board Business Meeting held August 4, 2015.
4. Purchase of Property:
 - a. Parcel 1, 1110 South 300 East, Salt Lake City, UT 84111
 - b. Parcel 2, 1070 and 1072 South 300 East, Salt Lake City, UT 84105
5. Board Policies:
 - a. P-3, Nepotism Prohibited
 - b. P-9, Employee Criminal Background Checks and Self-Reporting

B. REQUESTS TO SPEAK

There were no requests to speak.

C. REPORTS

1. Highlights from School Improvement Plans
 - a. Wasatch Elementary. Deborah Candler, Interim Principal, Wasatch Elementary School, thanked the board for the opportunity to present highlights from the Wasatch Elementary School Improvement Plan (SIP). She introduced Nicole Parker, 6th grade teacher; Julie Livers, Parent Teacher Association President; and Janet Barnett, School Community Council Chairperson; and acknowledged Cindy Mills, school secretary, and Joanne Price, School Support, who were present in the audience. Ms. Candler addressed the questions on the exhibit, and said the demographics of Wasatch Elementary are changing. She said the school is addressing the needs of the changing demographic, and is focused on rigorous core-aligned instruction, as well as communication with parents in home languages. She described the professional development teachers at Wasatch participated in over the summer. Ms. Candler said the school community is committed to teaching the arts. She noted the school has a science committee, a science room has been created, and each teacher received an iPad for teaching.

The board thanked Ms. Candler, her staff, and the community. They noted the positive atmosphere and community involvement at Wasatch Elementary.

2. Spring 2015 Student Assessment of Growth and Excellence (SAGE) Results. Christine Marriott thanked the board for the opportunity to present results from 2014-2015 SAGE testing. She noted the district had increases in most areas over the previous year, which mirrors results throughout the state. She said strong increases in math and science probably reflect the district's investments in those areas, and noted there are still other areas to watch. She said the state did not include tests that were incomplete, or for

students who did not attend the school for the full academic year. She said the Governor's PACE report cards, Utah Comprehensive Accountability System (UCAS), and school grade reports will be released soon. She noted predictable trends in the SAGE data, and said the Assessment Department is working to make the data helpful for teachers.

Ms. Marriott answered questions about the lower number of students tested, noting it was a result of parents who opted-out of testing, students who did not attend the full year so they were not tested, and the fact that students in Advanced Placement and International Baccalaureate classes are not included in the count. She said schools will be receiving disaggregated information soon, but noted proficiency testing does not accurately reflect student growth. The board thanked Ms. Marriott for her presentation.

D. DISCUSSION AGENDA

1. Discipline and Multi-Tiered System of Supports (MTSS)/Positive Behavior Interventions and Supports (PBIS). Kathleen Christy, Kim Knettles, and Misty Suarez thanked the board for the opportunity to present information regarding district discipline and MTSS/PBIS. Ms. Christy explained the purpose of Civil Rights Data Collection (CRDC), and noted information is collected from districts nationwide to measure equal opportunity. She introduced Edith Park, Equity Department Education Specialist. Ms. Park discussed the disaggregated data from the 2013-14 CRDC. She noted this information is the district's baseline. She answered questions from board members about the data, and said she would compile other data they requested. Superintendent Withers said he would send a link for the CRDC site to board members.

Ms. Suarez said the discipline team looked at the CRDC data and noted definitions for in-school and out-of-school suspension were not consistent in all district schools, which means the data is not completely accurate. She emphasized the importance of consistent definitions in data collection, and said the use of Educator's Handbook along with Powerschool, will help administrators report correct information, and will make the data more meaningful. She said 17 schools are working with the team to implement MTSS, and the data collected will help determine which methods are most useful. She said the number of disciplinary hearings has decreased in schools participating in MTSS.

Ms. Knettles said the goal is to be proactive, and to prevent problems from occurring both academically and behaviorally for all students. She said the team is building a framework that can be tailored for specific schools, students, and families. She described the multi-tiered system, and said the goal is for at least 80% of students to be supported by the universal expectations of the schools. She noted no more than 15% of students should have more targeted support, and no more than 5% should require intensive supports. She said by the time students reach the intensive support level, parents should be aware of issues. She explained the benefits of positive supports, and described the four pillars of PBIS – establishing expectations, explicitly teaching expectations, reinforcing expectations, and correcting behavioral errors. She said this cycle should be continuously evaluated and improved.

The board thanked the panel for their presentation.

2. Board Policies.

- a. Policy B-1, Board of Education Legal Status, Responsibilities, and Ethics. Ms. Kindl told the board most changes in this policy were formatting, and requested feedback before the document is finalized. Board members discussed a concern regarding the paragraph titled 'Appointment of the Superintendent and Business Administrator'. Based on the discussion, Ms. Kindl will change the paragraph to read "The board must appoint, evaluate annually, and set the salary schedule for...".

President Bennett requested a change to the final sentence of the paragraph titled 'Questions and Information Requests from Board Members', to read "Individual board members must be judicious in asking staff to meet with them at length, create new documents, provide information, or perform new analyses..." She said the wording would be a reminder that board members should be thoughtful and judicious in their requests. Board members agreed to the change.

- b. Policy C-7, Records Management. Ms. Kindl told board members the changes to this policy were to broaden the scope of the records management policy of the district, and to clarify the policy is not related solely to records requests from the public. She said the changes will align Policy C-7 with the associated Administrative Procedures, which will include details regarding the response to GRAMA requests, as well as records retention schedules.

The board discussed a procedure they had agreed upon with past board counsel to provide GRAMA requests to board members at no cost. Because Policy B-1 allows for board members to request information through the Superintendent's office, President Bennett suggested the board follow the policy of charging for any GRAMA requests that consume district resources. Although no vote was necessary on this policy, most board members agreed, and instructed Ms. Kindl to follow the existing Board Policy and Administrative Procedures.

- c. Policy G-15, Nursing Mothers in the District. Ms. Kindl said Policy G-15 is required by State law. She said the subcommittee felt the policy should pertain to employees and students. She noted there will not be Administrative Procedures for Policy G-15, and said it is a stand-alone policy. In response to a concern, Ms. Kindl noted the policy is for reasonable accommodation, and should not create an undue hardship on the district.

Board members agreed Policy B-1, Board of Education Legal Status, Responsibilities, and Ethics; Policy C-7, Records Management; and Policy G-15, Nursing Mothers in the District should be included on the Consent Agenda of the October 6, 2015 Board Business Meeting.

E. ACTION AGENDA

There were no items on the Action Agenda.

F. SUPERINTENDENT'S REPORT

1. Miscellaneous Updates:

New State Rules and Long-Range Plan. Superintendent Withers said there will be a meeting of legislators, school board members, and state school board members in the next two days. He said the meeting will include conversations regarding investments that have been most beneficial for students and long-range plans.

Legislative Priorities. Superintendent Withers said he should have a copy of the priorities of the Joint Legislative Committee soon. He will distribute the information to board members.

First Week of School. Superintendent Withers said the schools he visited during the first week of school were in great shape. He said he did not see any registration issues. He thanked the administration and staff of the schools for their hard work.

2. Other Superintendent Reports, if any

Superintendent Withers distributed a copy of the Transition Planning Letter sent to board members. He requested the letter be included in the record of the meeting. A copy of the letter has been included in the official minutes.

President Bennett noted the retirement announcements of Superintendent Withers and Dr. Garcia. She thanked them for the hard work they have done for students in the district, and said they will be missed. She distributed a copy of State Code regarding the appointment of a Superintendent of Schools to board members, and said she feels the board should meet to begin the process. She will send calendaring possibilities to board members. A copy of the handout has been included in the official minutes.

Board member Emery discussed concerns she has heard from constituents and district employees. She noted drug testing has been done on some employees after they returned from vacation. She said she knows selection of employees to be tested is random, but she is concerned about morale. She also said teachers have been told nobody would receive all 'highly proficient' marks on evaluations, and they are concerned. She also said she has heard about the difficulty in hiring paraprofessionals, and feels the salary and hour limitations are detrimental to hiring. She asked if the board can address the issue. She also said there has been some concern the high schools will not be prepared in October and November to discuss new schedule options. She asked if the calendar could be changed to have the principals present options to the board in April. President Bennett will speak with the principals to determine their needs.

G. ADJOURNMENT

Following a motion by Ms. Sandberg, seconded by Ms. Ford, the meeting was adjourned at 9:12 p.m.

Janet M. Roberts
Business Administrator

tyh

**Salt Lake City School District
Addition to the Minutes of the Board Business Meeting 09/01/2015**

OFFICIAL EXHIBITS OF BOARD MEETING

Official exhibits provided to the board and made available to the public as part of the meeting agenda can be found [here](#).

ADDITION TO THE MINUTES

The Board of Education of Salt Lake City School District acts by vote of a majority of the board members in an open and public meeting. Statements by individual board members, in or out of board meetings, written, oral or in social media, do not necessarily represent the views of the majority of the board or any other board member. Nevertheless, out of respect to the elected office that each board member holds and consistent with state law and board policy, the board allows its members to attach to board meeting minutes any other information that any member requests. When the board votes to approve minutes, that vote signifies that the minutes are a correct record of what occurred and what was asked to be included in the minutes. It does not signify any individual board member's agreement with the substance of the content.

The following information was distributed in the public meeting of the board, and has been included in the minutes at the request of the board member(s):

Transition Planning Letter, distributed as part of the Superintendent's Report.

[Agenda Item F2](#)

State Code 53A-3-301 Superintendent of schools - Appointment -Qualifications – Term – Compensation, distributed by President Bennett

[Agenda Item F2](#)