OFICIAL MINUTES OF A REGULAR MEETING

OF THE BOARD OF EDUCATION

BOX ELDER COUNTY SCHOOL DISTRICT

**Closed Session**

Wade Hyde conducted and opened the meeting. Nancy Kennedy made the motion to move into closed session for the purpose of discussing the superintendent’s evaluation Bryan Smith seconded the motion. A verbal roll call revealed a unanimous vote in the affirmative.

A closed session was held at 5:30 p.m. in the Theater Room where the evaluation of Superintendent Tolman was reviewed and discussed.

Connie Archibald made the motion to move into open session Nancy Kennedy seconded the motion with all members present except Lynn Capener, Carrie Ann Johnson, and Karen Cronin.

A verbal vote revealed a unanimous vote for convening into regular board meeting with all members present except Lynn Capener and Carrie Ann Johnson.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening January 13, 2016 at 6:30 p.m. at the O. Jay and Tamra Call Education Center.

Those in attendance at the meeting included Board Vice President Wade Hyde, Members Nancy Kennedy, Connie Archibald, Bryan Smith, Karen Cronin, and student board member Madison Wight. Also present were Superintendent Ronald Tolman, Assistant Superintendents, Darin Nielsen and Terry Jackson, Business Administrator Rod Cook, officers of the Box Elder Education Association, district employees, representatives of the press and interested citizens.

Vice President Hyde welcomed those in attendance and conducted the business of the meeting. After the prayer, which was offered by Darin Nielsen, Karen Cronin led the audience in the pledge of allegiance.

**Recognitions**

Connie Archibald recognized the following people and organizations:

**USBA** **and the annual workshop**

**Box Elder High School Madrigals**

**Noellele Pikus Pace** - Keynote Speaker at USBA

**Daniel Francom** – Teacher at Fielding Elementary

**PJ Sutton** – Volunteer at ACYI

**David Fox** – Volunteer at North Park Elementary

**Anna Thompson** – Volunteer at North Park Elementary

**Arlie Pittman** - Volunteer at BEHS

**Carol Thompson** – Volunteer at Snowville Elementary

In memorial **Kathy Potter** was recognized as a beautiful person, terrific teacher and aide.

**Approval of Agenda**

Karen Cronin made the motion to approve the agenda as listed. Bryan Smith seconded the motion which passed unanimously.

**Public Comment**

There were no sign ups for public comment.

# **Action Items**

Review of policies 1034 Board of Education Conduct and 1035 Board Member Ethics

Superintendent Tolman encouraged board members to sign the ethics and conflict of interest forms and read the Board of Education Conduct policy.

Board Committee Assignments

Connie Archibald made the motion to approve the current committee assignments as constituted. Nancy Kennedy seconded the motion which passed unanimously.

**STEM Committee** – Bryan Smith and Karen Cronin

**Bridgerland ATC Board** – Carrie Ann Johnson

**Box Elder School District Foundation Board** – Lynn Capener

**Budget Committee** – Wade Hyde, Connie Archibald, and Nancy Kennedy

**Boys & Girls Club Board** – Karen Cronin

**USBA Board** – Nancy Kennedy

**Recognitions –** Connie Archibald

**Capital Improvement Committee** – Lynn Capener, Nancy Kennedy, Karin Cronin, Rod Cook, Jim Christensen, and Superintendent Ron Tolman

**Policy Review Committee** – Nancy Kennedy, Connie Archibald, Superintendent Ron Tolman, Terry Jackson, Darin Nielsen, and Rod Cook

**Utah High School Athletic Association Board** – there is no current representation

Board Meeting Calendar 2016

Bryan Smith made the motion to approve the board meeting calendar as presented. Nancy Kennedy seconded the motion which passed unanimously.

Box Elder School District

# **School Board & Municipal Building Authority**

# Meeting Schedule

2016 School Year

**2016 Place**

**January 13** 6:30 p.m. District Office

**February 10** 6:30 p.m. **Young Intermediate**

**March 9** 6:30 p.m. District Office

**April 13** 6:30 p.m. District Office

**May 11** 6:30 p.m. **Box Elder High *(retirees)***

**June 8** 6:30 p.m. District Office

**July 13** 6:30 p.m. District Office

**August 10** 6:30 p.m. District Office

**September 14** 6:30 p.m. **McKinley Elementary**

**October 12** 6:30 p.m. District Office

**November 9** 6:30 p.m. **Foothill Elementary**

**December 14** 6:30 p.m. District Office

Approval of School Fees 2016-2017

Bryan Smith expressed gratitude to the schools for keeping the fees the same to help families financially.

Bryan Smith made the motion to approve the fees as presented to the board Connie Archibald seconded the motion which passed unanimously.

**Box Elder School District**

**General Student Fees & Deposits 2016-2017**

**High School**

### Program Fee

Student Body ............................................................................................................... $20.00 Class Change (unnecessary changes) 15.00

Class (May be charged starting 9th Grade) 3.00

Athletic Fee (maximum $140.00/year/student or

$210.00 maximum/family) .................................................................................. 70.00/sport

Football Helmet Reconditioning (does not apply to maximum above) 25.00

Extracurricular Activities Drug & Alcohol Testing Fee 10.00

Digital Curriculum/Textbook Fee 30.00

Locker 3.00

Music Instrument Rental ................................................................................................ 35.00/trim.

Uniform Rental & Cleaning - Music Department 20.00

Caps & Gowns for Graduation (price set by suppliers) ........................................................ 20.00/approx. Yearbook (optional) 40.00-45.00

General Class Fee..................................................................................................... $104.00

Drivers Education Fee 195.00

Arioso (BEHS) 60.00

Madrigals 100.00

Dual Enrollment Fee.................................................................................................... $75.00

Additional fees may be charged for student participation in field trips. Bridgerland Classes - All Bridgerland fees will be charged and collected by Bridgerland

Concurrent Enrollment - Fees from individual college/university may vary from $5-$30 per trimester hour. - All concurrent enrollment classes require the purchase of appropriate college textbooks.

Early College

USU BISE 1400 - $7.00

WSU Fees, books, ½ tuition up to $400 & full tuition.

## **Box Elder School District**

**General Student Fees & Deposits 2016-2017**

## **Middle School (8th – 9th Grade)**

### Program Fee

Class Change .....................................................................................................................................~~$~~15.00

Locker 3.00

Student Body Fee (Middle) *(Not to Exceed)* 15.00

Class (May be charged starting 9th Grade) 3.00

General Course Fees (Not to Exceed) 80.00

Digital Curriculum/Textbook Fee 30.00

Handbook (Bear River Middle School) *(Not to Exceed)* 7.00

Music Instrument Rental................................................................................................ 35.00/trim.

Yearbook (optional) 25.00

Additional fees may be charged for student participation in field trips.

Dual Enrollment Fee.................................................................................................... $75.00

Expenditure Limits - Secondary School Student Groups

Policy #5230, “Student Fees” requires that, “Expenditure limits for uniforms, dues, travel (other than trips authorized under Policy #5320), etc., for students participating in clubs, marching groups, musical groups, cheerleaders, and other similar school-sponsored organizations be established annually by the Board of Education.”

(USHAA budget restrictions for drill team limits the total expenditure, including the value of donations [material, supplies, and money] to $600 for routines used in state competition performed during the drill team season.)

Marching Groups (Drill Teams & Color Guards)

|  |  |  |
| --- | --- | --- |
| Cheerleaders ($800 uniforms, $300 camp) | Maximum | $1100.00 |
| Student Government | Maximum | $500.00 |
| Pep Club/Spirit Squad | Maximum | 90.00 |
| Musical Groups/Classes | Maximum | 15.00 |
| Chamber Choir/Show Choir | Maximum | 50.00 |
| Other Clubs & Organizations\* | Maximum | 10.00 |
| Baseball (cap, socks, game jersey, helmet) | Maximum | 80.00 |
| Basketball (practice uniform) | Maximum | 55.00 |
| Football (practice jersey) | Maximum | 80.00 |
| All other athletics | Maximum | 50.00 |

(Excluding such items as tennis racquets, golf clubs, specialized shoes)

\*Does not include state and national dues, or optional activities not required to belong to the club.

# **Box Elder School District**

**General Student Fees & Deposits 2016-2017**

## **Intermediate (6th - 7th Grade)**

### Program Fee

Class Change .............................................................................................................................. $15.00

Locker 3.00

Student Body Fee 10.00

General Class Fee *(Not to Exceed)* Intermediate School (6th Grade) 29.00

General Class Fee *(Not to Exceed)* Intermediate School (7th Grade) 63.00

Digital Curriculum/Textbook Fee 30.00

Handbook (Harris Intermediate) (Not to Exceed) 7.00

Music Instrument Rental .......................................................................................... 35.00/trim.

Yearbook (optional) 25.00

Additional fees may be charged for student participation in field trips.

Dual Enrollment Fee............................................................................................... $75.00

# Community High School

Instructional Materials/General Class Fee ................................................... 20.00/trim. Online Writing 8.00

Yearbook (optional) 20.00

Handbook *(Not to Exceed)* 7.00

Direct Studies Non-Attendance Fee *(each occurrence)* 20.00

9-12 Grade Credit Recovery – Remediation Program (1/2 credit course) 60.00

Night School (High School “Make-Up” Program) (1/2 credit course) 75.00

Night School (High School “Make-Up” Program) (1/4 credit course) 50.00

Adult Education Registration 25.00

Adult Education Books – Optional to Purchase for Home Use ...................(cost of book) Additional fees may be charged for student participation in field trips.

Approval of Course Requests

Darin Nielsen, Assistant Superintendent of Curriculum recommended the following courses be added for the 2016-17 school year:

USU AV 1100

USU AV 2330

ACYI 6th Grade Honors Math

Information and Communication Technology

Exploring Computer Science

PLTW Intro to Computer Science

PLTW Comp Science and Software Engineering

PLTW Computer Science Applications

PLTW Gateway

Karen Cronin made the motion to approve the addition of the above courses. Nancy Kennedy seconded the motion which passed unanimously.

Grouse Creek Trust Lands Plan

The Grouse Creek School Community council requested that the original plan be modified to spend $276 on periodicals and $966 on reading tutors for the school.

Karen Cronin made the motion to approve the recommended change in the Grouse Creek Trust Land Plan. Connie Archibald seconded the motion which passed unanimously.

**Information/Discussion Items**

Evaluation Process For Rod Cook Business Administrator

Terry Jackson, Assistant Superintendent Personnel, explained to the Board the evaluation process for the Business Administrator that will take place in next month’s closed session.

Student Safety and Crisis Response Plans

Jim Christensen, Director of Buildings and Maintenance updated the Board on emergency and crisis response in connection with student safety. He also reported on the progress of the two building projects in progress.

Policy Review

The following policies were presented to the Board for approval of third reading:

2030 Procurement – Purchasing

4030 Elementary School Curriculum

4050 Middle School Requirements 7th & 8th Grade

5003 Parent Rights to Academic Accommodations

5035 Attendance Requirements

5070 Communicable Diseases

5100 Student Records

Karen Cronin had questions about how policy 5035 worked procedurally indicating that she had heard some concern from parents about schools being heavy handed. She also wondered if the 5 day contact with students was a result of state law. Darin Nielsen looked it up and indicated that it was part of state rules. Superintendent Tolman indicated that attendance can be a real problem with students failing and felt that the policy was not onerous to students or parents. Keith Mecham from the Box Elder Middle School explained the procedure they follow and the different kind of absences they track.

Connie Archibald made a motion to call the question with a second by Nancy Kennedy. The motion passed with one dissenting vote from Karen Cronin. Connie Archibald made the motion to approve the above policies on third reading. Nancy Kennedy seconded the motion which passed on a four to one vote with Karen Cronin casting the dissenting vote.

The following policies were all presented for approval upon second reading:

1070 Board Meeting Procedures

1072 Board Meetings Notice Requirements

1074 Board Meetings Closed Meetings

3100 Employee References and Letters

5140 Education and Family Privacy Rights

5270 Bullying and Hazing

5350 Student Complaints – Resolution

6000 Public Records Access and Management

Connie Archibald made the motion to approve the above policies on second reading. Nancy Kennedy seconded the motion which was approved unanimously.

**Board Discussion Items**

Board Goals Review

Connie Archibald discussed the board evaluation process developed by the USBA (Key Performance Indicators). The superintendent agreed to pursue the program and present it in the future as a possible addition to goals.

Review Chapters 5 and 6 of Mindset the New Psychology of Success. The Board reviewed the reading and discussed their perspective on the chapters.

USBA Conference Report was discussed as part of the key indicators discussion board members seemed to be in agreement that the USBA meeting was valuable training for board members.

The calendar for January and February school visits was circulated among the board members so they could sign up.

**Monthly Financial Report**

Rod Cook, Business Administrator, presented the December financial report and pointed out the reasons for the variances found in the report.

Consent Calendar

Nancy Kennedy moved to accept the consent items. The motion was seconded by Bryan Smith and passed on a unanimous vote. The Consent Calendar included the following items:

The approval of the minutes of the working and regular meetings of December 9, 2015.

Approval of claims numbered 00015559-00015931, 08123115, 09121815, 09122315, and the school activity checks for the month of December.

Personnel Items

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **New Hires** |  |  |  |  |
| ***Site*** | ***Employee*** | ***Position*** | ***Replacing*** | ***Reason*** |
| Fielding | Trisha Day | 4th Grade Teacher | Katie Walker | Temporary until end of year |
| ACYI | Mark Holland | Art Teacher | Teresa Hunsaker | Temporary until end of year |
|  |  |  |  |  |
| **Leaving the District** | |  |  |  |
| ***Site*** | ***Employee*** | ***Position*** | ***Reason*** |  |
| *BRHS* | Neil Creer | Teacher | Resigned |  |
| *ACYI* | Kimberly Hancey | Art | Temporary |  |
| *Fielding* | Katie Walker | Teacher | Leaving District |  |

**Adjournment**

With the announcement that the next meeting will be held on Wednesday, February 10, 2016 at Young Intermediate School, Vice President Hyde adjourned the meeting at 8:35 p.m.

APPROVED:

ATTESTED:

School Business Administrator President, Board of Education

Box Elder School District