OFFICIAL MINUTES OF A REGULAR MEETING

OF THE BOARD OF EDUCATION

BOX ELDER COUNTY SCHOOL DISTRICT

A board work session took place at 5:30 where school administrators gave short presentations on their schools to the board. The presenters were:

**Mark Johnson**, Lakeview

**Bryce Day**, Mountain View

**Jeremy Young**, North Park

**Keith Mecham and A.J. Gilmore**, Box Elder Middle School

**BEEA teacher members from the Following Schools reported to the Board**

**Nancy Gray** from North Park Elementary

**Brock Cheney** Box Elder Middle School

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening March 9, 2016 at 6:30 p.m. at the O. Jay and Tamra Call Education Center.

Those in attendance at the meeting included Board President Lynn Capener, Vice President Wade Hyde, Members Nancy Kennedy, Connie Archibald, Bryan Smith, Karen Cronin, and Carrie Ann Johnson 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.

President Capener welcomed those in attendance and conducted the business of the meeting. After the prayer, which was offered by Lynn Capener, Dr. Ron Tolman led the audience in the pledge of allegiance.

**Recognitions**

Connie Archibald recognized the following people:

**Lela Palmer** – Park Valley School

**Barbara Beckstrom Family** – Utah School Boards Association president elect, condolences at her passing.

**Marguerite Lee** - Volunteer at Mountain View Elementary

**LaMar Johnson** - Volunteer at Box Elder Middle School

**Shirlene Peck** -Volunteer at Box Elder Middle School

**Jean Morris** – Volunteer Park Valley School

**Bear River Wrestling program** was recognized for taking state. (First time in 50 years)

**Holden Richards** – BRHS 3A Wrestler of the year

**Jeff Smart** – BRHS 3A Wrestling Coach of the year

The **Legislative Representatives** **Peter Knudsen, Lee Perry and Scott Sandal** were recognized for their service.

**Approval of Agenda**

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

**Public Comment**

There was no public comment.

# **Action Items**

Comprehensive Counseling & Guidance Program Approval (CCGP)

Darrell Eddington, Secondary Curriculum Coordinator, presented the board with information on the CCGP program. Amber Spencer, counselor at Box Elder Middle School, provided a presentation on how the program is influencing students and the educational progress.

Karen Cronin made the motion to approve the Comprehensive Counseling and Guidance Program. Carrie Ann Johnson seconded the motion which passed unanimously.

Negotiations Team

Terry Jackson, Assistant Superintendent Personnel, recommended the following people for the Negotiations Team for the 2015-2016 year.

Terry Jackson, Assistant Superintendent/Personnel Spokesperson

Rod Cook, Business Administrator

Ron Tolman, Superintendent

Kristi Capener, Principal Bear River High School

Mark Johnson, Principal Lake View Elementary School

Connie Archibald made the motion to approve the negotiations team as listed above. Wade Hyde seconded the motion which passed unanimously.

Century Elementary Trust Land Plan Adjustment

R277-477-6 provides school community councils the opportunity to amend current plans. Century is requesting a minor modification to their plan to include headphones in the purchased equipment for their Chromebook labs.

Karen Cronin made the motion to approve the adjustment as presented. Bryan Smith seconded the motion which passed unanimously.

Key Performance Indicators

In the February 2016 Board meeting the Board resolved to participate in the USBA Key Performance Indicators Board Evaluation and Improvement Program. Based on that resolution USBA has been contacted and we have been assured we are on their schedule for getting this out to us. As part of the process the Board needs to review the survey and determine if any changes are warranted. Some districts use the survey as it is and some modify it slightly for their district. Provo District has been working extensively with Mr. Richard Stowell of USBA and it appears that that survey may also be shared with BESD as an option for us to consider. The Board must also decide whether to have USBA facilitate and administer this process or self-administer it at no cost. Either way will work. The Board also needs to declare to whom the survey is administered. Typically all board members and the Superintendent are included in all districts while some expand the pool of survey respondents to include other district level administration.

Karen Cronin made the motion to have Richard Stowell administer USBA Key Performance Indicators survey and follow up. Nancy Kennedy seconded the motion which passed unanimously.

2017 Capital Improvement Plan

Jim Christensen, Director of Maintenance and Facilities presented the district capital facility needs based upon priorities for maintaining sustainable life of buildings and grounds, assuring safe, healthy, and comfortable learning environments, controlling energy costs, and protecting District resources. A list of the recommended projects is included in the board packet. Approval of the FY 2017 Capital Projects as recommended by the District Administration is requested. There was some question by board members about the budget being lower than the requests. It was explained that some of the requests will be paid for out of the current and future budgets as they are ongoing projects.

Carrie Ann Johnson made the motion to approve the list as presented. Connie Archibald seconded the motion which passed unanimously.

Long Term Capital Development Plan

Jim Christensen, Director of Maintenance and Facilities, presented the information on the Long Term Capital Development Plan. As per committee assignments from the Board of Education, the members of the Long Term Capital Development Committee include Lynn Capener, Jim Christensen, Karen Cronin, Rod Cook, Nancy Kennedy, and Superintendent Dr. Ron Tolman. This committee is to meet and review the long term capital development plan for the District and make recommendation(s) for Board approval. The goal of the long term capital improvement plan is to help the District plan for the capital projects needed to accommodate enrollment changes, depreciation of existing facilities, and changes in programs for students – and, to use the available resources as wisely as possible while providing safe, high quality facilities for all students. The committee met on February 23, 2016 to review the previous year’s plan, report, and priorities, and recommends the revised plan be adopted until review in 2017, or otherwise necessary. A summary of the plan and the committee’s recommendations is attached.

Bryan Smith made the motion to approve the Long Term Capital Development Plan with an amendment to include Bunderson as a property for a possible elementary school on item 2 on 2017-21. It was also requested that the update of the athletic facilities at both High Schools be considered to be moved up on the priority list to the 2017-21 years instead of the 2022-26 years. Connie Archibald seconded the motion which passed unanimously. Nancy made an addition motion to add “based on the growth and needs of the district” to the intent language in item 2. Connie Archibald seconded that motion which passed unanimously.

Howell School Property Sale

Rod Cook, Business Administrator, requested a motion from the board for approval of the sale of the Howell School. The school board passed a motion to allow administration to explore the sale of the Howell School in the April 9, 2014 board meeting. Administration conducted a public and open bid process to allow all bidders to bid on the school. The minimum estimated value of the 10,000 square foot building built in 1980 was $100,000. The high bid received was $36,260 which was declined by the district. The town had always expressed interest in the property and offered a proposal of $36,500 and has asked for the board’s consideration as a government agency.

Wade Hyde made the motion to authorize the sale of the Howell School to Howell Town as described with the added notation that it not be used as a charter or competitive school. Carrie Ann Johnson seconded the motion which passed unanimously.

**Information/Discussion Items**

Cenergistic Report

Mike Clark, Energy Manager for Cenergistics presented a report of the avoided energy costs savings realized in the first 10 months of the program. Rebecca Wright and Mark Giugni from Cenergistics were also present.

The avoided costs for the period of implementation to date is $77,804 in electricity (8.9%), $35,085 in natural gas (10.1%), and $28,576 (20%) water and sewer for a total of $141,465 (10.4%). This equals a reduction on our carbon footprint of 795 metric tons of carbon dioxide emissions for the District.

School Lunch Report

Jordan Bryant, Food Services Manager, presented a report on the results of the State audits as well as her vision for school lunch in Box Elder School District in the future. An audit recommendation was that elementary schools’ meal counting be completed electronically instead of by hand. She also mentioned she has received two grants, a Child Nutrition Equipment Grant and a Let’s Move Salad Bars to Schools Grant. The department’s main focus for this year has been building staff rapport and establishing a new management style and structure.

Policy Review Second Reading

The following policies were presented for approval upon second reading:

Policy 2100 Gifts Donation and Bequests - Acceptance

Policy 5061 Do Not Resuscitate Directives

Policy 5280 Student Discipline

Policy 5305 Student Use of Electronic Devices

Policy 6050 Community Use of School Facilities

Nancy Kennedy made a motion to approve the above policies on second reading. Wade Hyde seconded the motion which passed unanimously.

Policy Review First Reading

The following policies were presented for approval upon first reading:

Policy 1060 Board Members Compensation and Expenses

Policy 1222 Naming of Facilities

Policy 2180 Buildings and Grounds Safety

Policy 5052 Physical Activity and Nutrition

Policy 5225 Student Activities

Policy 5310 Fund Raising

Karen Cronin expressed her concern that item C items b dealing with drug use and c harassment of other students in Policy 5225 were serious enough that students should be ineligible for any extracurricular participation. After some discussion it was generally agreed that drug use and harassment are serious offenses and should be addressed, but administrators need some discretion because of varying degrees of infractions. The question of the language and assurances to the board that the infractions be dealt with uniformly across the district, were concerns expressed by Karen Cronin. She still felt uncomfortable with the how the policy would be enforced in multiple schools and wanted some assurance that it would be consistent.

Connie Archibald made the motion to approve the above policies as they stood on first reading. Nancy Kennedy seconded the motion which passed unanimously.

**Board Discussion Items**

Board Goals Review

There were no questions on board goals.

March and April School Visits

The monthly visit calendar was handed around for signups.

**Monthly Financial Report**

Rod Cook, Business Administrator, presented the financial report as well as the latest Moody report on the Box Elder School District.

# **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:

Approval of the minutes of the working and regular meetings of February 10, 2016

Approval of claims numbered 00016317-00016739, 00102106, 00921916,00922916, 08022916 and the school activity checks for the month of February.

Personnel Items

|  |  |  |  |
| --- | --- | --- | --- |
| **New Hires** |  |  |  |
| ***Site*** | ***Employee*** | ***Position*** | ***Replacing*** |
| ACHI | Lisa Ream | Teacher | Temporary |
| ACHI | Daryl Anderson | Custodian | Tod Stangler |
| ELC | Brianne Williams | Speech para | Ruth Ann Reeder |
| District Office | Megan Nelson | Nurse's Secretary | Tami Bingham |
|  |  |  |  |
| **Leaving the District** | |  |  |
| ***Site*** | ***Employee*** | ***Position*** | ***Reason*** |
| *Transportation* | Robin Merrill | Bus Driver | Retiring |
| *Grouse Creek* | Elizabeth Kimber | Cook | Retiring |
| *ACHI* | Ted Stangler | Custodian | Retiring |
| *ELC* | Ruth Ann Reeder | Speech Para | Resigned |

# **Adjournment**

With the announcement that the next meeting will be held on Wednesday, April 13, 2016, at the District Office, President Capener adjourned the meeting at 9:30 p.m.

APPROVED: April 13, 2016

ATTESTED:

School Business Administrator President, Board of Education

Box Elder School District