OFFICIAL MINUTES OF A REGULAR MEETING

OF THE BOARD OF EDUCATION

BOX ELDER COUNTY SCHOOL DISTRICT

**Retiree Reception**

A reception to honor retirees was held from 5:30 to 6:30 in the Box Elder High School Commons.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening May 11, 2016 at 6:30 p.m. at the Box Elder High School.

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, offered by Connie Archibald, Lynn Capener led the audience in the pledge of allegiance.

**Recognitions**

Connie Archibald recognized the following people:

**Mike Reeder** – teacher at Box Elder High School who received the Apple for the Teacher Award

**Madison Wight** – Student Board Member

**Approval of Agenda**

Nancy Kennedy made the motion to approve the agenda. Wade Hyde seconded the motion, which passed unanimously.

**Retiree Recognitions**

The retirees were recognized and presented with a bell and gift certificate to Maddox by Terry Jackson. The Board also thanked and congratulated each retiree personally by shaking their hand. Retirees are:

**Claudia Bigler Sherilyn Tibbitts**

**Marci Haycock Lori Butler**

**Curtis Blank Teresa Hunsaker**

**Metzie Jensen Sharon Kotter**

**Elizabeth Kimber Greg Kozak**

**Royce Larsen Bonnie Palmer**

**Robin Merrill David Stangler**

**Alicia Miller Matt Zollinger**

**Chris Roybal Teresa Woodward**

**B. Kent Nebeker Cally Nebeker**

**Lisa Jensen Susan Richins**

**Lavar Hanson Wendy Merrill**

The Box Elder Administrators Association presented the awards to various individuals for their outstanding service to students. Award recipients are:

Outstanding Building Administrator Awards:

**Kristi Capener**, BRHS

**Eldon Petersen**, BRMS

Outstanding District Administrator Award:

**Keri Greener**, District Office

Outstanding Certificated Related Services Award:

**Sherri Madson**, BEMS

Outstanding Educator Awards:

**Peggy Hansen**, Discovey Elementary

**Kim Detwiler**, McKinley Elementary

**Karen Roesler**, ACYI

**Thomas Morrell**, BRMS

Outstanding Volunteer Award:

**Krista Ross**

**Public Comment**

No one had signed up for public comment.

**Nucor Grant Awards**

Dave Reinhart and Nick Christensen representing Nucor Steel presented the grant awards to the schools and teachers as listed.

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| **School** | **Grant Recipient** | **Name of Project** |
| BEHS | **Gregg Cefalo** | Compact Thermal Imaging Camera |
| BEHS | **Chase Goddard** | Physics with Technology using Verneir |
| BEHS | **Shawn Seamons, Kelli Mariano** | Extra White Board |
| BEHS | **Ben Watkins** | 3-D Printer for Biology & Chemistry |
| BEMS | **Deatra Fawcett, Marykay Johnson** | TI 84 Calculators with Charging Stations |
| ACYI | **Molli Holmes, Sue Richins, Joanna Blayloc, Nancy Steed, Jeannette Zobell** | Magnetic Math |
| ACYI | **Marci Nelson, Cindy Bradwisch, Toree Sorenson, Brenda Anderson** | Let's Read it Together! |
| BRHS | **Preston Richey** | Physics Dynamics Cart upgrade |
| BRHS | **Preston Richey** | Principles of Engineering Vex Robotics Enhancement |
| BRHS | **Sandy MacSparran** | Acid/Base Titrations |
| BRMS | **David Joy** | Robotics and Electronics in the 8th Grade |
| BRMS | **Coerina Fife** | Books for Kids |
| ACHI | **McKenna Jones** | Science Dissection: The Amazing Body Systems |
| ACHI | **Tory Birkinshaw** | Digital MotivAider |
| ACHI | **Emily Wight** | Technology in the Special Education classroom |
| ACHI | **Tiffanie Hadley** | W.I.N. Robotics Extension |
| ACHI | **Mati Rinderknecht, Tanya Hunt, McKenna Jones** | Adaptations lab |
| Century  | **Misty Curtis** | Chromebooks |
| Early Learning Center | **Linda Bourn** | Seating for children with special needs |
| Early Learning Center | **Linda Bourn** | Therapy Ball Seating for Children with special needs |
| Sp Ed | **Debra Manning** | Help Students Read and Write |
| Discovery | **Peggy Hansen** | Building Blocks for Motor Development and Problem Solving Skills |
| Discovery | **Karla Barrow** | iPads for Speech Therapy with special needs students |
| Discovery | **Rebecca Wilding** | Technology Assistance |
| Discovery | **Robert Johnson, Kellie Hansen, Rebecca Wilding** | Language Arts, Story Works |
| Discovery | **Robert Johnson** | 24 Math Club |
| Discovery | **Kellie Hansen** | Classroom Chrome Lab |
| Garland | **Robyn Esplin** | Kindergarten & Preschool Super Student Success Packets |
| Fielding | **Jan Hawkes, Cathy Kirby, Kelli Murray** | Chapter Books for Reading |
| Fielding | **Trisha Day** | "Objects to Think With" Learning Mathematics through Manipulatives |
| Lake View | **Irene Haggerty, Beverly Morrell, Merry Nielson, Nicole Ayala** | Promoting Literacy and Improving Literacy with Graphic Novels` |
| Lake View | **Claudia Petersen** | Bilingual and Spanish books to support our school community |
| Lake View | **Gloria Dabb, Katherine Harrop** | Literacy in the Spanish Classrooms |
| McKinley | **Angie Christensen** | Classroom Novel Studies |
| McKinley | **Christyn Kendrick, Krisha Obray, Ashley Baily, Taylor Johnson** | Reading for All Learners |
| Mtn. View | **Georgiann Willoughby and Andrea Nelson** | Year round classroom greenhouse and table top grow light system |
| North Park  | **Cathe Runyan** | Literature sets for 3rd Grade reading groups |
| North Park | **Lorie Rasmussen** | Sensory Integration for Special Needs Students |
| Snowville | **Joylene Ritchie** | Headphones and mouse |
| Snowville | **Vauna Wilcock** | Becoming Meteorologists! |
| 3-Mile Creek | **Bruce Wankier** | Scholastic Magazine's "Scope" |
| 3-Mile Creek | **Peggy Layne** | Calming Corner |

# **Action Items**

Approval of School Lands Trust Plans

Darin Nielsen, Assistant Superintendent of Curriculum, presented the school trust land plans to the Board for approval. The plans are attached to the agenda.

Nancy Kennedy made the motion to approve the school lands trust plans. Carrie Ann Johnson seconded the motion, which passed unanimously.

Recommendation for Internal and Independent Audit

The district audit committee, after reviewing proposals from various firms recommended that the Board approve Wiggins and Company for the 2015-16 independent audit. It is also recommended that Tom Kotter be appointed as the internal auditor for the 2016-17 year. This will bring the district into compliance with SB 93 S2 (UCA 53a-30a102) regarding the requirement to establish an internal audit program for districts with enrollment of over 10,000 students. The second half of the motion complies with (UCA 51-2a-201) which requires an annual audit of the school district by an external independent auditor. A solicitation for proposals from Audit Firms was received and evaluated by the audit committee on May 5, 2016. The committee unanimously recommends Wiggins and Company be appointed for another year with up to a four-year annual renewal. This legally authorizes both auditors to start their work. This would also be an appropriate time for the Board to give directions for review of any areas of focus for the audits. If the items may be of a sensitive nature, they can be sent to Rod or directly to the auditors by email.

Connie Archibald made the motion to appoint the internal and independent auditors as recommended. Bryan Smith seconded the motion, which passed unanimously.

Policy Review

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

Policy 1010 School Board’s Legal Status

Policy 3000 Employment – Nondiscrimination

Policy 3020 Employment – Requirements and Restrictions

Policy 3035 Employee Criminal Background Checks and Arrest Disclosure Requirements

Policy 5225 Student Activities take out the redundancy D.1.c. the word all

Policy 5282 Student Discipline

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

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

Policy 1190 District Annual Reports (C.1-2 formatting)

Policy 2015 Cash Investment and Management of School District Funds

Policy 3084 Educational Appropriate Postings

Policy 3090 Family Medical Leave Act (FMLA)

Policy 4165 Requests for Charter Schools

Policy 5090 Child Abuse

Policy 5275 Sexual Harassment

Policy 6060 Conduct on School Premises

Nancy Kennedy made the motion to approve the above policies for first reading. Carrie Ann Johnson seconded the motion, which passed unanimously.

**Information/Discussion Items**

Board Goals were briefly discussed with the superintendent noting he had made the requested updates in the goals.

The list for school visits was passed around so board members could sign up and report on past visits.

President Capener announced that there would be a special board meeting on July 6 to interview applicants to fill the board vacancy that will be left by the resignation of Carrie Ann Johnson.

The Board decided to set the time at 5 p.m. for that meeting with the possibility of moving that earlier if there are a high number of applicants.

Darin Nielsen asked to be added to the June board agenda for his report on instructional time.

Graduations to be held are: Bear River High School June 2 at 7 p.m. at the USU Spectrum with Lynn Capener speaking. Box Elder High School on June 3 at 8 p.m. with Wade Hyde and Carrie Ann Johnson speaking. The Dale Young Alternative High Graduation on June 23 at 7 p.m. at the Box Elder High School Auditorium with Connie Archibald speaking.

**Monthly Financial Report**

Rod Cook, Business Administrator, reviewed the monthly financial report for April.

# **Consent Calendar**

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

Approval of the minutes of the regular meeting of April 13, 2016

Approval of claims numbered 00104116,00942016,00942916,08042916, and 00016175-0017553, 00106105, 080633015, 09061915, 09063015 and the school activity and ACH checks for the month of April.

Personnel Items as shown.

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| **New Hires** |  |  |  |  |
| ***Site*** | ***Employee*** | ***Position*** | ***Replacing*** | ***Reason*** |
| BRHS | Ricky Andersen | Spanish Teacher | Lee Jensen | Resigned |
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| **Leaving the District** |  |  |  |
| ***Site*** | ***Employee*** | ***Position*** | ***Reason*** |  |
| *ACHI* | William Hornberger | Teacher | Death |  |
| *DYCH* | Matthew Webb | Principal | Resigned |  |
| *BRHS* | Lee Jensen | Teacher | Resigned |  |

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# **Adjournment**

With the announcement that the next meeting will be held on Wednesday, June 8, 2016 at the District Office at 6:30 p.m. with a work session beginning at 5:30 p.m., President Capener adjourned the meeting at 8:33 p.m.

APPROVED: June 8, 2016

ATTESTED:

 School Business Administrator President, Board of Education

 Box Elder School District