OFFICIAL MINUTES OF A REGULAR MEETING

OF THE BOARD OF EDUCATION

BOX ELDER COUNTY SCHOOL DISTRICT

**Work Session**

A work session was held at 5:30 p.m. in which the Board met with Scott Sandal, one of the state legislature, representing the school district area. The other two representatives Peter Knudsen and Lee Perry were unable to attend. Upcoming legislation and budgets were discussed.

Tentative minutes of a Regular Meeting of the Board of Education, Box Elder County School District, held Wednesday evening December 14, 2016 at 6:30 p.m. at the O. Jay and Tamara 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, and Nini Anderson and student board member Sydnee Richards. Also present were Superintendent Ronald Tolman, Assistant Superintendent Darin Nielsen, 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 Wade Hyde, Lynn Capener led the audience in the pledge of allegiance.

**Recognitions**

Connie Archibald recognized the following:

**Boys and Girls Club** for their support of education and the STEM fair

**Melanie Day and the Theater Department at Box Elder High School** and the production of “The Little Mermaid”

**Amber Hawkes**-McKinley Elementary Volunteer

**Shaylyn Ekins, Keith Mecham, AshLee Nelsen, and David Lee** for their presentations in the Work Session last board meeting.

**Discovery Elementary-Jeff Morris** – Blue Ribbon School Award. Jeff Morris explained the criteria and background of the award.

Approval of Agenda

Nancy Kennedy made the motion to approve the agenda. Connie Archibald seconded the motion, which passed unanimously.

**Public Comment**

Duane Runyun and Thomas Morrell wanted to advocate to the Board for the Math for life course request at Bear River Middle School, which was not recommended as an addition to the curriculum.

**Action Items**

District Calendar Options 2017-2018 School Year

The responsibility for setting the school calendar rests with the Board of Education. The administration, with the approval of the Board of Education, surveyed students, parents, and staff regarding their suggestions and preferences for the calendar. As one might imagine, there is a wide variety of opinions regarding the optimal school calendar. Four calendars were developed by the Administration for the survey. Those surveys were tabulated and analyzed on Monday, November 28, 2016. Based on the results of the survey it was determined that Option C (with a 10 day Christmas break, 2-day fall break, 3-day Spring break, and classes ending on Friday, June 1, was the first choice for each group of respondents on the survey with the exception of the “other” group of respondents (72 people). A total of 3,212 respondents (compared to last year when there were 2,745 respondents). It should be noted that this calendar begins later in August and should help mitigate the difficulties associated with holding school during August when the temperatures are typically higher than in September. It should also be noted that option D which is very similar to option C also had a significant number of respondents (17.4%) who preferred this type of calendar. Superintendent Tolman recommended the calendar option C be approved by the Board based on the above information.

Wade Hyde made the motion to accept Calendar Option C. Bryan Smith seconded the motion which passed unanimously.

Some discussion took place about the benefits of planning calendars out two years. Nini Anderson expressed the opinion that the survey yearly was a positive because of parent involvement.

Connie Archibald made the motion to have the administration make up a calendar for the 2018-19 year for review and approval. Nancy Kennedy seconded the motion which passed on a vote of 5 to one, with Nini Anderson being the dissenting vote.

Approval of New Course Requests

Each year building administrators in collaboration with teacher teams and department directors consider the curriculum needs of their students and regularly propose the addition of new course options. Darin Nielsen, Assistant Superintendent over Curriculum recommended the addition of the following courses:

1. Beginning Art 7

2. ELL Peer Tutors

3. Digital Literacy

4. Healthy Habits for Life

5. USU STATS 1040

6. Veterinary Technician

Math for Life was not recommended because the request did not include curriculum or standards.

Bryan Smith made the motion to approve the above courses for the 2017-18 School year and that more definition for the Math for Life be made and brought back to the Board for approval in the future. Connie Archibald seconded the motion which passed unanimously.

**Policy Review**

Policies to be deleted:

Policy 1235 Safety

Policy 2190 Emergency Preparedness Plan

Policy 6025 Relations with Civil Emergency Agencies

Policy 6027 Relations with Fire Department

Connie Archibald made the motion to delete the above policies. Wade Hyde seconded the motion, which passed unanimously.

Policies First Reading:

Policy 2075 Records Management

Policy 5060 Medical Treatment for Students

Policy 6000 Public Records Access and Management

Nancy Kennedy made the motion to approve the above policies on first reading. Bryan Smith seconded the motion which passed unanimously.

Policies Second Reading:

Policy 2130 Capitalization

Policy 2225 Traffic Control

Policy 2230 Right of Entry

Policy 3005 Employment: Staffing

Policy 3045 Retirement: Purchase of Insurance Benefits

Policy 3050 Retirement: Purchase of Credit

Policy 3075 Interaction with Students Outside of Regular School Day

Policy 3097 Employee Suggestions

Policy 5006 Safe Schools – Discipline of Students with Disabilities

Policy 5020 Out-of-State Students

Policy 5025 Student Transfers – Enrollment Options Program

Policy 5027 Non-resident Foreign Students

Policy 5250 Student speech – Publications Prior Review

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

**Board Goals Review**

Bryan Smith suggested that we focus on PLCs and use data to support to show progress.

Monthly Financial Report

Rod Cook, Business Administrator shared the monthly financial report with the Board.

# 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 November 9, 2016.

Approval of claims numbered 19520-19853, 08113016, 09111816, 09112116, 09113016, and all of the school checks for November.

Personnel Items

|  |  |  |  |
| --- | --- | --- | --- |
| **New Hires** |  |  |  |
| ***Site*** | ***Employee*** | ***Position*** |  |
| BEHS | Telia West | Functional Skills |  |
| Transportation | Jeff Hung | Bus Driver |  |
| Mtn View | Janine Ingels | ED Para |  |
| ACHI | Gina Kinikin | Media Para |  |
| BEHS, ACYI | Johanna Kunzler | ELL Para, Trustland Para |  |
|  |  |  |  |
| **Leaving the District** | |  |  |
| ***Site*** | ***Employee*** | ***Position*** | ***Reason*** |
| Park Valley | Janet Rose | Secretary/Aide | Retiring |
| BRHS | Allyson Welling | Special Aide | Retiring |
| Century | Susan Goodliffe | Librarian | Retiring |

# **Adjournment**

With the announcement that the next meeting will be held on Wednesday, January 11, 2017, at the O. Jay & Tamara Call Education Center 960 South Main, Brigham City, Utah, President Capener adjourned the meeting at 8:05 p.m.

APPROVED: January 11, 2017

ATTESTED:

School Business Administrator President, Board of Education

Box Elder School District