

Study Session and Business Meeting

(Tuesday, November 28, 2023)

280 W 940 N Provo UT 84604

Generated by Bonnie Tautkus on Wednesday, November 28, 2023

Members present

Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Gina Hales, Teri McCabe, Lisa Boyce, Megan Van Wagenen

A. 4:00 p.m. Study Session

Procedural: 1. Welcome: President Rebecca Nielsen

Meeting called to order at 4:03

Procedural: 2. Roll Call *(Audio Timestamp 00:00:15)*

Rebecca Nielsen, Board President; Jennifer Partridge, Board Vice President; Melanie Hall, Board Member; Lisa Boyce, Board Member; Meg Van Wagenen, Board Member; Max Joyner, Student Board Member; Will Weidner, Student Board Member; Gina Hales, Board Member; Teri McCabe, Board Member; Derek Anderson, Business Administrator

Superintendent Wendy Dau out of town attending a conference

Action: 3. Motion to Convene *(Audio Timestamp 00:00:48)*

I move that we convene the Study Session.

Motion by Jennifer Partridge, second by Lisa Boyce.

Information: 4. Board Handbook Training: President Rebecca Nielsen

(Audio Timestamp 00:01:08)

Summary:

President Rebecca Nielsen reviewed the Board Handbook page 8, request for information procedures.

Discussion, Information: 5. Construction Update: Derek Anderson, Business Administrator *(Audio Timestamp 00:03:49)*

Summary:

Timpview Update:

- Staff moves materials into the new wing this week.

- The move into the new wing for students has been changed to December 11th, pushed back from the plan of December 4th. This delay is due to scheduling of elevator inspection.
- December 11th there will be a public open house.

Discussion, Information: 6. Audit Report: Derek Anderson, Business Administrator *(Audio Timestamp 00:07:07)*

Summary:

Mr. Aaron Hixson, CPA with HBME, reviewed the audit with the board.

- Clean audit, no findings for FY 2022-23

Discussion, Information: 7. Camp Big Springs: Derek Anderson, Business Administrator *(Audio Timestamp 00:30:25)*

Summary:

- Discussed leaving Camp Big Springs where it is for this year and continue to analyze a long-term plan and true cost estimate for following years.
- Survey the parents of upcoming 4th graders to see what parents would like (day camp or overnight, location, etc.).
- Tentative timeline; Survey in March, back before board for decision in June, bid in October next year.
- Board Members are welcome to visit the camp, work with Chad Duncan, Director of Technology and Derek Anderson Business Administrator to work that out.

** Board President Rebecca Nielsen stepped out 4:42pm back in at 4:43pm **

Discussion, Information: 8. School Safety Update: Jason Garrison, Director of Student Services *(Audio Timestamp 00:49:19)*

Summary:

The board was updated on the district safety and security initiatives.

[Safety and Security Presentation 11.28.23](#)

Discussion, Information: 9. Policy Review: Teaching and Learning *(Audio Timestamp 01:15:13)*

Summary:

Two policy updates were reviewed. This is a first reading. These policies will be available on the website for public review and will come before the board again in December for an approval vote.

- 4020 Curriculum Development and Adoption: Edited to reflect updated UT code, Job title changes, minor changes.
- 4040 Professional Development: Changed for clarity and updated title changes.
Discussion on when PD happens and how often educators are required to attend PD beyond normal school hours.

Discussion, Information: 10. Large Purchase Request: Derek Anderson, Business Administrator *(Audio Timestamp 01:23:28)*

Summary:

This purchase request is for tables for the science rooms at Shoreline Middle School. Funding will come from the existing construction budget.

- The original tables planned for the science department were not sufficient. These updated tables will have electrical outlets and a thick chemical guard on the surface for protection.

Budget Source: Capital budget - Construction Project

Estimated total cost: \$92,223.75

Discussion, Information: 11. Addition of Position for Business Department: Devyn Dayley, Director of Accounting *(Audio Timestamp 01:28:48)*

Summary:

The business department is asking for an additional position. This will help avoid overtime for current employees and will help cover tasks that sometimes get pushed off due to lack of time and resources. Timeline; if approved today, the position will be posted for 10 days, and hopefully filled by the new year.

Action: 12. Motion to Adjourn *(Audio Timestamp 01:30:47)*

I move that we adjourn the Study Session.

Motion by Gina Hales, second NONE.

B. 5:50 p.m. Business Meeting

Procedural: 1. Welcome: President Rebecca Nielsen

Meeting called to order at 5:50pm

Procedural: 2. Roll Call *(Audio Timestamp 00:20)*

Rebecca Nielsen, Board President; Jennifer Partridge, Board Vice President; Melanie Hall, Board Member; Lisa Boyce, Board Member; Meg Van Wagenen, Board Member; Max Joyner, Student Board Member; Will Weidner, Student Board Member; Gina Hales, Board Member; Teri McCabe, Board Member; Derek Anderson, Business Administrator

Superintendent Wendy Dau out of town attending a conference

Action: 3. Motion to Convene *(Audio Timestamp 00:42)*

I move that we convene the business meeting.

Motion by Gina Hales, second by Melanie Hall.

Procedural: 4. Pledge of Allegiance: Jarod Sites, Assistant Superintendent Elementary Education *(Audio Timestamp 01:02)*

C. Community Connections

Procedural: 1. Public Input *(Audio Timestamp 01:32)*

None

D. Business Items

Action: 1. Consideration to Approve the Audit Report *(Audio Timestamp 01:57)*

I move that we approve the audit report as presented in study session.

Motion by Megan Van Wagenen, second by Gina Hales.

Final Resolution: Motion Carries

Aye: Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Gina Hales, Teri McCabe, Lisa Boyce, Megan Van Wagenen

Action: 2. Consideration to Approve Large Purchase Request *(Audio Timestamp 07:33)*

I move that we approve the large purchase request in the amount of \$92,223.75 for the Shoreline Middle School science tables.

Motion by Jennifer Partridge, second by Lisa Boyce.

Final Resolution: Motion Carries

Aye: Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Gina Hales, Teri McCabe, Lisa Boyce, Megan Van Wagenen

Action: 3. Consideration to Approve the Addition of a Position in the Business Department *(Audio Timestamp 09:54)*

I move that we approve the addition of a position in the business department as discussed in study session.

Motion by Melanie Hall, second by Gina Hales.

Final Resolution: Motion Carries

Aye: Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Gina Hales, Teri McCabe, Lisa Boyce, Megan Van Wagenen

E. Adjourn *(Audio Timestamp 10:51)*

Action: 1. Adjourn

I move that we adjourn the Business Meeting.

Motion by Lisa Boyce, second NONE.