

PCSD Closed Executive Session, Study Session and Business Meeting Minutes

280 W 940 N Provo UT 84604

(Tuesday, December 12, 2023)

Generated by Bonnie Tautkus on Wednesday, December 13, 2023

Members present

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

A. 3:30pm Closed Executive Session for the Purpose of Discussing Personnel, and Procurement. UT Code 52.4.205

Procedural: 1. Welcome: President Rebecca Nielsen

Meeting called to order at 3:34pm

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; Gina Hales, Board Member; Teri McCabe, Board Member; Derek Anderson, Business Administrator; Wendy Dau, Superintendent

*Meg Van Wagenen arrived at 3:35pm

Action: 3. Motion to Convene *(Audio Timestamp 00:00:30)*

I move that we begin our study session.

Motion made by Gina Hales, seconded by Lisa Boyce

I move that we convene a closed executive session for the purpose of discussing personnel and procurement.

Motion made by Jennifer Partridge, second by Gina Hales

Roll Call Vote: Rebecca Nielsen, Aye; Jennifer Partridge, Aye; Melanie Hall, Aye; Lisa Boyce, Aye; Meg Van Wagenen, Aye; Gina Hales, Aye, Teri McCabe, Aye

Discussion, Information: 4. Personnel

Discussion, Information: 5. Procurement

Action: 6. Motion to Adjourn

B. 4:35pm Study Session

Procedural: 1. Welcome: President Rebecca Nielsen

Meeting called to order at 4:51pm

Procedural: 2. Roll Call *(Audio Timestamp 00:00:13)*

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; Wendy Dau, Superintendent

Action: 3. Motion to Convene *(Audio Timestamp 00:00:44)*

I move that we convene the Study Session.

Motion by Gina Hales, second by Melanie Hall.

Discussion, Information: 4. Board Handbook Training: Board Member Gina Hales *(Audio Timestamp 00:01:02)*

Summary:

Board Member Gina Hales presented a training on page 8 of the board handbook regarding Relationships and Protocol.

[Handbook Training 12.12.23](#)

Discussion, Information: 5. Construction Update: Derek Anderson, Business Administrator *(Audio Timestamp 00:05:31)*

Summary:

Chad Jones with NVGTE gave a presentation on current construction projects

- THS: Academic wing is occupied, remaining work on schedule
- Wasatch: Progress ongoing, on schedule
- Shoreline: Progress ongoing, on schedule

Discussion, Information: 6. Policy Review: Superintendent Wendy Dau *(Audio Timestamp 00:15:15)*

Policies reviewed:

1. Curriculum Policies 4020 and 4040: Assistant Superintendent Teaching and Learning (Second reading, vote in business meeting)
 - Judy Rose, Director of Curriculum presented on 4020
 - Board asked that teachers be added to the line 'with input from parents, "teachers", and community'
 - Karen Brock, Director of Professional Development presented on 4040
2. Inclusive Learning Environments Policy 3330: Superintendent Wendy Dau (Second Reading, vote in business meeting)
 - The Board discussed multiple changes
 - Will table until wording is finalized
3. Tax Increment Financing Policy 6030: Business Administrator Derek Anderson (Second Reading, vote in business meeting)
 - The board reviewed updated documents that will be added to BoardDocs
4. E-transportation and Self-propelled Policy: Business Administrator Derek Anderson (First Reading, no vote today)
 - The board reviewed the policy, will be discussed by student council and others before second reading
5. TSSA Procedure: Superintendent Wendy Dau (procedure, no vote, just FYI)

Discussion, Information: 7. Discrimination, Harassment and Bullying Procedures: Superintendent Wendy Dau *(Audio Timestamp 01:01:17)*

Summary:

- Report on allegations of discrimination, harassment, and bullying specifically at PHS
- Investigation was through
- Training for employees, especially on managerial issues, hasn't happened in quite awhile on discrimination, harassment and bullying procedures
- The district has started with training for administrators and will continue to train all employees
- Will have ongoing training as well

Discussion, Information: 8. Trust Lands Training: Jarod Sites, Assistant Superintendent Elementary Education *(Audio Timestamp 01:14:50)*

Reviewed [annual board LAND Trust Training](#)

Discussion, Information: 9. District Improvement Plan, Initial Steps: Superintendent Wendy Dau *(Audio Timestamp 01:21:41)*

Summary:

- Reviewed improvement plan draft
- It identifies many areas of concern, still very much a draft, will narrow and get specific as moving forward
- Reviewed FTE change proposals, and helping principals align planning so that by spring break they are ready to ask for needs before the following year.

Information: 10. Potential Announcement of New Assistant Principal: Jarod Sites, Assistant Superintendent Elementary Education *(Audio Timestamp 01:44:38)*

Summary:

- Lance Vandermark has been hired as the new assistant principal at Franklin Elementary.
- Offer extended to an instructional coach as well, will be announced soon.

Discussion, Information: 11. Calendar Survey Updates: Jason Cox, Deputy Superintendent *(Audio Timestamp 01:46:06)*

Summary:

- Surveys preferred Calendar A
- Recommending board approve Calendar A for 2025-26
- Starts Aug 12, ends May 22
- Board requested adding a summary to the survey detailing differences between calendars

Information: 12. Strategic Plan Update: Superintendent Wendy Dau *(Audio Timestamp 01:51:16)*

Summary:

- The board briefly discussed the last strategic planning meeting.
- The work is continuing

Discussion, Information: 13. East Bay Post High Update: Jason Cox, Deputy Superintendent *(Audio Timestamp 01:53:01)*

Summary:

- More space is needed
- The district is working to get an agreement in place so we can accommodate those needs
- When it is in place, it will require board approval

Discussion, Information: 14. Large Purchase Request: Derek Anderson, Business Administrator *(Audio Timestamp 01:54:48)*

Sound and lighting system at CMS \$226,016.03?

* Switched items 15 and 16*

Discussion, Information: 16. Upcoming Board Calendar Items: President Rebecca Nielsen *(Audio Timestamp 01:59:25)*

Upcoming Board Calendar Items

Winter Break

December 21, 2023 - January 2, 2024

USBA Conference

January 4-6 2024

Salt Lake City, UT

Study Session & Business Mtg.

Tuesday, January 9, 2024

Study Session, Business Meeting

PCSD District Office

Discussion, Information: 15. Consent Calendar Review and Questions: Pres. Rebecca Nielsen *(Audio Timestamp 01:59:51)*

Questions addressed

Action: 17. Motion to Adjourn *(Audio Timestamp 02:02:15)*

I move that we adjourn the Study Session.

Motion by Lisa Boyce, second NONE.

C. 7:00pm Business Meeting

Procedural: 1. Welcome: President Rebecca Nielsen

Meeting called to order at 7:05pm

Procedural: 2. Roll Call *(Audio Timestamp 00:00:17)*

Melanie Hall, Board Member; Gina Hales, Board Member; Meg Van Wagenen, Board Member; Wendy Dau, Superintendent; Rebecca Nielsen, Board President; Jennifer Partridge, Board Vice President; Teri McCabe, Board Member; Lisa Boyce, Board Member; Derek Anderson, Business Administrator

Action: 3. Motion to Convene *(Audio Timestamp 00:00:40)*

I move that we convene the business meeting.

Motion by Lisa Boyce, second by Jennifer Partridge.

Procedural: 4. Opening Remarks: Meg VanWagenen *(Audio Timestamp 00:01:01)*

“What mattered more than how hard a man rowed was how well everything he did in the boat harmonized with what the other fellows were doing. And a man couldn’t harmonize with his crewmates unless he opened his heart to them. He had to care about his crew.”

~ From the book, *Boys in the Boat* by Daniel James Brown, pg. 235

Procedural: 5. Pledge of Allegiance: Rhodes Lopez, Canyon Crest 5th Grade Student *(Audio Timestamp 00:03:27)*

D. Community Connections

Recognition: 1. Employee Recognition: Provo Way Awards, Jason Cox, Deputy Superintendent *(Audio Timestamp 00:04:24)*

Provo Way Award Recipients

Stormi Winscott, Provo Peaks

Madison Frei, Canyon Crest

Malia Siufanua, Timpanogos

Kim Gishi, Provo Peaks

Megan Judd, Spring Creek

Report: 2. School Report: Principal Sean Edwards, Canyon Crest Elementary *(Audio Timestamp 00:09:45)*

[Canyon Crest Board Report 2023](#)

Procedural: 3. Public Input *(Audio Timestamp 00:33:08)*

1. Kiersten Nielsen, Rock Canyon area parent
 - Advocate for reporting system for bullying and other complaints
 - Advocate for Anti-bias training
2. Dorie Kim, Parent of Elementary school students in PCSD
 - Concern for marginalized students
 - Thanked the board and district for transparency and plans to improve given recent discrimination and bullying allegations

E. Business Items

Action: 1. Consideration to Approve Policy 4020 Curricular Materials

(Audio Timestamp 00:39:29)

I move that we approve Policy 4020 with the change discussed in study session.

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: 2. Recommendation to Approve Policy 4040 Professional Development *(Audio Timestamp 00:40:56)*

I move that we approve Policy 4040 Professional Development as discussed in study session.

Motion by Gina Hales, second by Megan Van Wagenen.

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 Policy 3330 Inclusive Learning Environments *(Audio Timestamp 00:41:55)*

I move that we table approving Policy 3330 Inclusive Learning Environments as discussed in study session.

Motion by Lisa Boyce, second by Melanie Hall.

Final Resolution: Motion Carries

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

Action: 4. Consideration to Approve Tax Increment Financing Policy 6030 *(Audio Timestamp 00:43:43)*

I move that we approve Policy 6030 Tax Increment Financing as discussed in study session.

Motion by Gina Hales, second by Jennifer Partridge.

Final Resolution: Motion Carries

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

Action: 5. Consideration to Approve Calendar A for the 2025-26 School Year *(Audio Timestamp 00:45:35)*

I move that we approve Calendar A for the 2025-26 School Year as discussed in study session.

Motion by Melanie Hall, 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: 6. Consideration to Approve Large Purchase Request (CMS Auditorium Lighting and Sound System) *(Audio Timestamp 00:48:44)*

I move that we approve the large purchase request in the amount of \$226,016.03 for the lighting and sound system in the auditorium at Centennial Middle School.

Motion by Lisa Boyce, second by Gina Hales.

Final Resolution: Motion Carries

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

F. Consent Calendar *(Audio Timestamp 00:50:34)*

Action (Consent), Minutes: 1. Board Minutes as Part of the Consent Calendar

Resolution: I move that we approve the items on the Consent Calendar.

I move that we approve the items on the Consent Calendar.

Motion by Gina Hales, second by Megan Van Wagenen.

Final Resolution: Motion Carries

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

Action (Consent), Minutes: 2. Board Minutes as Part of the Consent Calendar

Resolution: I move that we approve the items on the consent calendar.

I move that we approve the items on the Consent Calendar.

Motion by Gina Hales, second by Megan Van Wagenen.

Final Resolution: Motion Carries

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

Action (Consent), Report: 3. Personnel Report as Part of the Consent Calendar

Resolution: I move that we approve the items on the Consent Calendar.

I move that we approve the items on the Consent Calendar.

Motion by Gina Hales, second by Megan Van Wagenen.

Final Resolution: Motion Carries

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

Action (Consent), Report: 4. Home School, School Choice, eSchool Report as Part of the Consent Calendar

Resolution: I move that we approve the items on the Consent Calendar.

I move that we approve the items on the Consent Calendar.

Motion by Gina Hales, second by Megan Van Wagenen.

Final Resolution: Motion Carries

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

Action (Consent): 5. Financial Reports as Part of the Consent Calendar

Resolution: I move that we approve the items on the Consent Calendar.

I move that we approve the items on the Consent Calendar.

Motion by Gina Hales, second by Megan Van Wagenen.

Final Resolution: Motion Carries

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

Action (Consent): 6. Approve the Consent Calendar

Resolution: I move that we approve the items on the Consent Calendar.

I move that we approve the items on the Consent Calendar.

Motion by Gina Hales, second by Megan Van Wagenen.

Final Resolution: Motion Carries

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

G. Student Board Members' Report *(Audio Timestamp 00:51:13)*

Summary:

- District Student Council review

H. Business Administrator's Report *(Audio Timestamp 00:54:50)*

Summary:

- Review of construction project progress

I. Board Member Roundtable *(Audio Timestamp 00:55:15)*

Summary:

- Legislative committee report
- USBA board of directors meeting report
- Safety Committee report
- CAPS Showcase, Monday Dec 18th
- Thank you for the feedback and participating on Policies

J. Superintendent's Report *(Audio Timestamp 01:04:23)*

Discussion, Information: 1. Approved Student Travel

- Superintendent Dau approved a couple of in state student travel items for baseball and wrestling

Information: 2. Miscellaneous Items

Summary:

- Thank you to Business Administrator Derek Anderson for the many hours of work to get THS new wing open
- Thank you to Principal Momi for coordinating all the things that construction there at THS involves, especially traffic concerns
- Thank you to cabinet members for helping with traffic in the mornings at THS, Grateful for all the help.
- Thanks to Doug Finch and Darrell Jensen on all the work they've done on recent investigations
- Michelle Eldredge Title One Coordinator work on coordinating and helping at Franklin

Congratulations to Lance Vandermark

K. Adjourn *(Audio Timestamp 01:08:36)*

Action: 1. Adjourn

I move that we adjourn the Business Meeting.

Motion by Lisa Boyce, second NONE.