

Park City School District
January 16, 2024
Regular Session 4:00 pm

Members Present:

Andrew Caplan, Nick Hill, Meredith Reed, Anne Peters and Wendy Crossland

Staff Present:

Dr. Gildea, Randall Upton, and Lorie Pearce

Call to Order/Pledge of Allegiance

Board President Caplan called the meeting to order at 4:00 pm. President Caplan led the pledge of allegiance.

Consent Agenda

Regular Session Minutes of December 12, 2023

SBWRD Sewer Line Easement

SBWRD Access Easement

Contracts

Amended SRO Agreement with Park City Municipal Corporation

Travel Requests

Personnel Information

December Check Register

Board Revenue and Expenditures December, 2023

Licensed Hires

Name	Location	Position	FTE
Ingrid Whitley	PCEF	Chief Executive Officer	1.0

Licensed Hires

Name	Location	Position	FTE
Suzy Cox	TMJH	CTE Computer Programming	1.0

Classified Hires

Name	Location	Position	FTE
Chris Petersen	PCLC	Behavior Tech	.875
Scott Artz	TRANS	Bus Driver	.75
Valeria Sandoval	PCEF	Bright Futures Manager	1.0
Bemjamin Moore	PCHS	Hall Monitor	.7375
June Castronovo	PPES	After school coordinator	.70
Parker Ivers	PCAC	Lifeguard	.7375
Mattes Clarke	MPES	After School Assistant	.4875

Member Crossland made a motion to approve the Consent Agenda as stated. Member Peters seconded the motion. Motion passed unanimously.

Monthly Reports

PCEA-Mary Morgan

PCEA has been working with the DO on a few possible changes to both our Paid Parental Leave Policy as well as the calendar in upcoming years. We continue to monitor the sub situation to ensure coverage is adequate across the District and will continue conversations surrounding the best use of parent teacher conference times during the year that is conducive to both teachers and families. We look forward to continuing conversations and keeping a close eye on the upcoming Legislative session beginning today.

Student Council-Zachary Smith

Recap for December – Student Council arranged Spirit Week just before the Christmas break. All events were well attended and the students enjoyed everything. Winter Formal will be held February 3 in the back gym at PCHS and theme is Fire and Ice.

The Board of Education recognized Principal Roger Arbabi for receiving the Principal of the Year Award and also the Chief's Choice award.

Facility Update

Mr. Mike Tanner provided a brief overview of various construction projects throughout the district. All projects are planned to minimize disruption to students and staff. MOCA is conducting weekly meeting and updates are posted on the District website. All construction projects are proceeding on schedule.

Soil removal occurred during winter break, December 18-29. Nearly half of the soil pile was removed. Soil removal will continue February 19-24 and finish up during Spring Break.

COO Report-Mike Tanner

Mr. Tanner presented his monthly report which was included in the Superintendent's Mid-Year Review. Park City School District will be stewards of public resources and taxpayer funding and plan for future needs by establishing standards of excellence in budget and financial management, Human Resources, facilities plan implementation and construction, capital outlay, maintenance and custodial services, child nutrition, transportation, security, and environmental sustainability/clean energy management as well as commission an update to the Master Athletics Facility Plan.

Buildings and Grounds

- Maintained and cleaned exterior/interior/systems of 10 buildings, >1M sf, >100 acres
- Managed 5 major building projects and started planning 1 more – all on schedule and budget
- Managed RFP, PR and execution for TMJH contaminated soil removal – on schedule and budget
- Launched RFP and coordinated Master Athletic Facility Planning effort for future planning
- Reworked Interlocal Agreement for collaborative recreational facility use with PCMC and SBSRD

Transportation

- Screened, hired, and trained 4 new contract drivers + 2 substitute drivers for 23/24 SY
- Added new personnel - allowed staff to resume normal duties, recover routes, improve efficiency
- Added 2 new propane buses, removed last aged out diesel bus, 10 year rotation, consolidated white fleet
- Added Zonar GPS tracking system to bus fleet, allowing parents to estimate time arrival at stops

- Added bus assignment to PowerSchool, allowing route specific parental notifications as needed
- Updated Transportation Policy in alignment with Utah regulations

Child Nutrition Services

- Recruited/trained new staff, establish full staffing across schools, maintained staff morale
- Managed equipment modernization at several kitchens to increasing scratch cooking capability
- Managed EHMS kitchen remodel – alternate meals, assisted in design/procurement, trained staff on new equipment
- Restructured menus and increased scratch cooking for improved meal quality and nutrition is ongoing effort on behalf of our CNS team

Human Resources

- Recruited and hired new Chief Human Resources Officer
- Implemented new wage structure from CBA negotiations, dramatic improvement in staffing fill rates
- Managed start of year recruiting, interviewing and hiring process as annual effort to replace retirees
- Analyze district-wide EMJ job description and salary study draft to ascertain PCSD is aligned with market trends across our region; this was a regional study

Security

- Procured ~\$927,000 HB61 grant funds for district security system upgrades which used to be unrestricted capital allocation and now requires application per Utah legislation in 2023
- Integrated security systems of newly constructed spaces with existing spaces
- Added systems and trained staff on Aegix instant alert and ZeroEyes AI firearms detection platforms to keep an eye on current safety and notification practices
- Established and trained CSTAG Internal Threat Assessment protocol for managing potential threats
- Updated PCMC SRO agreement IAW HB61, using HB61 funds to bring SCSO SRO to EHMS

Chief Teaching and Learning Report-Stacey Briggs

Stacey Brigg, CTLO presented her monthly report in conjunction with the Superintendent’s Mid-Year Report.

Park City School District will provide high-quality professional development for all educators focusing on the PCSD Instructional Framework as well as review and update the Framework V2.0.

Park City School District will continue certification in LETRS (Language Essentials for Teachers of Reading and Spelling) for all certified teachers in grades K-3 to support our “Early Literacy Plan,” and to improve early childhood literacy outcomes and achievement. The ELA curriculum and resource selection will take place in 2023/2024.

Academics District

- Ongoing Professional Collaboration in PLCs, based on data
- Inquiry Cycles 6-week implementation to improve instruction
- Evidenced Based Practices embedded in Instructional Coach Handbook leading to update of the Instructional Framework and implementation of the newly adopted Utah Effective Teaching Standards.
- Standards Based Instruction and Grading study
- Proficiency Scales, PCBL, Portrait of a Graduate foundation
- District Specialists for Literacy, Math/Science, DLI, PACE, and Fine Arts coordinating instructional efforts and improvements
- Realign SIP (School Improvement Plan) process to PCSD Strategic Plan
- Create expansion model for Pre-K 4 year olds to maximize impact

- Sustainability Coordinator working with student initiatives and community partners on Composting, Green Teams, Sustainability Advisory Committee, Green Certifications

Academics Elementary

- LETRS training completion of Year 2, with Year 1 for new teachers.
- 78% of K-3 students at reading benchmark for MOY
- Small Group Tiered Instruction ongoing professional learning and implementation with grouping adjustments for reading and math.
- Convene Instructional Materials Adoption Committee for K-3 Literacy

Strategic Goal - Academics

Leadership:

Park City School District will adopt and begin implementation of the Utah Portrait of A Graduate to prepare all students to succeed and lead via personalized, competency-based progressions and pathways as part of the secondary redesign process.

Academics Secondary

REALIGNMENT and PCBL Implementation

- Ongoing study of Personalized Competency Based Learning and participation in USBE Cohort
- Convening Focus Groups who are studying to present options
- Standards Based Proficiency Scales inventory and update
- Early Stage Identification of equipment and supplies for new spaces CTE
- Refine pathways to ensure alignment with industry trends and workforce data.
- Revamp our Intermountain Health Park City partnership to include a Healthcare Academy, including scaled clinical rotations for students.
- Increased support for Multilingual Learners through professional learning and implementation at site level
- PLC work on Common Formative Assessments and analysis of data
- Student groupings based on identified academic need with improvement in testing data and passing classes.

Board President Caplan stated that he is grateful for the information provided and he would like to see more of the reports showing how students are doing.

Superintendent Gildea reviewed core values and aligned vision and mission.

Core Values:

Academic Success: We are committed to engaging all students to reach their full potential no matter where they are in their academic journeys.

Leadership: We are committed to continuous development, accountability, and transparency.

Excellent Personnel: We are committed to hiring the best and the brightest staff in a transparent and fair manner.

Communication: We are committed to communicating with all stakeholders in an open, timely, and consistent manner.

Community Alliances: We are committed to a culture of collaboration with our community partners.

PCSD is a purpose driven learning organization:

- Clear Vision – “Safe, Supported, Engages, Challenged and Healthy”
- Guiding Mission-“To inspire & support all students equitably to achieve full academic & social potential”

- Purpose – Create conditions for staff and student success.

Carolyn Synan - Student Services

Leadership:

Park City School District will promote safe, supportive, equitable and inclusive school learning environments for students, staff and patrons; including assurances of good sportsmanship, digital citizenship, and creating kind, positive, inviting classrooms that cultivate belonging and engagement.

Key Priorities for 23/24

Implementing PCSD Wellness Plan

Introduce and Build Capacity of Staff to Implement the Wellness Plan K-12

Move this World-Supplement Materials

Ensure equitable outcomes are achieved for youth across the PK-12 system

Which provides:

- Expectations
- Support
- Accountability

Family and Community Engagement (FACE)

Report & Analytics

- Build Trust
- Unite and Inform
- Aligned and Proactive

Communications Executive Summary

1. Monthly Newsletter:
2. Social Media (Facebook and Instagram)
3. Monthly Podcast:
4. Website Features:

Current State of Engagement

The Family and Community Engagement (FACE) team at Park City School District currently receives the majority of its requests through a dedicated email address (face@pcschoools.us).

There are also a notable number of in-person inquiries and a smaller proportion of requests submitted via an online form, but the primary mode of communication remains through email.

KEY SUCCESS FACTORS

- Streamlined Communication Channels
- Increased Awareness and Accessibility
- Building Relationships Across the District
- Gaining Support from Teachers and Staff
- Continuous Feedback and Improvement

Focus Areas 23/24:

1. Wellness Plan - Supports Whole Child
2. Educational Equity - Promote/Support/Lead/Train
3. Acclimate - Create Conditions for Staff/Student Academic Success
4. From Sustaining to Transforming - Secondary Redesign, and Actionable Outcomes across all student groups

Randy Upton - Business Systems

- Evaluation of System Components
- Working to provide users data at their fingertips

- In the process of updating the build out of the Accounting System to utilize its full functionality

- Examples: P Card, Transparency, Bank Reconciliation, Budget Set Up, etc.
- Starting the set up to go electronic in processing and storing documents
- Review and improvement of processes

2024 Legislative Session - Effects on PCSD \$

- Decrease in State Revenue compared to prior years
- 5% on Weighted Pupil Unit (WPU) is likely the increase for FY25
- Significant Increase in Property Insurance Premium
- Dual Language Immersion, Beverly T Sorenson Arts, Digital Teaching/Learning - Reevaluated
- SB86 (Fillmore) - Cap on Lease Revenue Bond (May 1, 2024)
- HB173 (Perrucci) - Annual Budget Requires Referendum on Increase above Certified Tax Rate via Ballot - Would be effective: May 1, 2024
- SB29 (Wilson) - TNT notice - Total Revenue and Purpose

2024 Legislative Session - PCSD & Public Education Bills to Watch

- Background of 2023 SJR10 Constitutional Amendment
- Themes (many following National trends)
 - School Safety
 - “Sensitive Materials” (transparency, parental rights)
 - Diversity, Equity and Inclusion (DEI)
 - Privacy and Women

Not numbered: cell phones, absenteeism, social media Educator support: State tax credits for educator supplies, future educators

Discussion

24/25 Calendar Discussion

PCEA Co-President Mary Morgan is requesting that the Board review options for online learning days versus snow days in an effort to avoid makeup snow days for the 24/25 school year.

Teachers know that being in person with students is the best option for everyone. For next year, they would like to add two teacher contract days before school. No changes for students or families for the beginning and end of the school year. The state requires that a district has days built into a calendar for possible snow days or no school days.

What Are Our Options?

Emergency Virtual Learning Option

Keep the March PD day as an option for a make-up snow day

If we need an additional day- Emergency virtual learning option for K-12 grade

K-5 Grade packets sent home at the beginning of the year- Zoom, Google Classroom

6-12 Grade pivot to online learning- Canvas, Zoom

Alter Existing Calendars

Build in 5 make up days to the existing calendars

Extend the school year by 1 week

Change the date of graduation

Mary shared with the Board an example of what an elementary packet would look like for families if a snow day were to be called.

Board President Caplan asked about building one additional PD day into the calendar and adjusting the start day by one day. Board Member Hill is asking if we could add a PD day and also plan for an online learning day to meet the requirements of the Board of Education. “We all agree that students in person in the best option.”

Board Minutes 01/16/2023

Member Crossland is concerned about elementary students, not all homes are the same and the learning environment could be different. Kids without lunch, kids at home without a sharpened pencil, all of it is concerning. The Board will review a couple of options and then make a final decision on the 24/25 school calendar.

Member Peters was excused at 5:45 pm.

Athletic Program Review

Principal Roger Arbabi, Athletic Director Jamie Sheetz and Principal Caleb Fine provided the Board with an overview of the entire Athletic Program. 2022-2023 in review includes:

UHSAA Class 5A Region 6

Activities Participants: 1406 (1595)

23 Sports with 53 Teams

7 Activities

5 Club Sports

3.634 Average Team GPA - 52 Academic All-State 4th Desert

News All-Sports Award – 5th UIAAA Director’s Cup 20 HC, 7 Directors, 59 AC, 20 Vol

Coaching requirements include:

- Background Check
- First Aid/CPR/AED Training
- Yearly Concussion Training (NFHS)
- Yearly Child Sexual Abuse Prevention Training (NFHS or District)
- Yearly Bullying, Hazing, Harassment, and Retaliation Training (NFHS or District)
- NFHS Fundamentals of Coaching/Phys ED/Dance/Coaching Major/Minor

2022-23 School Year

- UHSAA Realignment for 2023-25
- Cheer Becomes Sanctioned
- Athletic Facility Master Planning
- Boys Volleyball Sanctioned 2023-24

This is the 8th year that student athletes have been involved in holiday meal preparation. This year, they put together about 800 meals that were delivered to families in need.

MHTN has begun the athletic master planning process and Jamie is thankful to be a part of the discussion. “We need to make sure that we have the staffing and coaches so that we can cover the kids that want to participate and have the facilities to play”. We are victims of our own success when trying to find places to play or practice. Dr. Gildea asked what would be needed for space. Jamie said that if they had one more field, artificial turf and an inside facility like Basin Rec we would be set.

Member Crossland is concerned that those who have not been able to participate in sports are those who need it the most. She is most concerned with the kids that are cut from these teams. How do we get past this? How do we as a Board fix this? She appreciates some of the other proposals such as additional practice times, sports conditioning coaches, etc., but can we get access to add more teams so that all kids can play. It feels like we have hit a critical moment and as we consider the new master plan and where to put our budget, she wonders how we can do this.

Jamie said that he struggles with this every year. He is proposing some stipend changes and possibly more coaches to be able to have more kids on the teams. Member Crossland is also asking if there could be some standardization or baseline for team banquets so that everyone can participate in the event. Jamie said that he is open to suggestions. Jamie said the RISE Fund has been an awesome addition and Junior is great to work with.

Jamie said that we know there is a higher GPA and better attendance that goes along with being part of team. Coaches are spending over 20 hours a week with kids and the impact they are having with these kids is huge.

Member Caplan would like to see the actual numbers, specifically how many kids are playing and each activity. What is their GPA and what is the gap. If there is a large gap, we may need to increase our athletic budget. Who are the groups that are participating and who is getting shut out? He believes every student should be playing if they want to.

Policies for Posting

The following policies have been reviewed and are now before the Board for posting.

New Policy SRO Contracts

Policy 9110 Acceptable Use Policy

Member Crossland made a motion to post the policies as presented. Member Hill seconded the motion. Motion passed unanimously.

Policies for Adoption

The following policies have been posted for the required 20 days and they are now before the Board for adoption.

Policy 4000 Contingency Reserves

Policy 4015 Disposal or Transfer of Fixed Assets

Policy 4020 District Records Management

Policy 5015 Transportation

Policy 5020 School Bus Emergency Situation

Policy 5025 Student Transportation

Member Crossland made a motion to adopt the policies as stated. Member Hill seconded the motion. Motion passed unanimously.

Adjourn

Member Crossland made a motion to adjourn to February 13, 2024, at 4:00 pm. Member Hill seconded the motion. Motion passed unanimously.

Meeting adjourned at 6:22 PM

Andrew Caplan, Board President