

Board Approved 3.12.24

Beaver County School District

Board of Education Meeting

February 13, 2024



The following are minutes taken from the Regular Board Meeting, of the Beaver County

School District Board of Education, held on February 13, 2024. This meeting was conducted at the Milford Elementary School located at 450 South 700 West, Milford, Utah, 84751.

In compliance with the American with Disabilities Act, persons needing auxiliary communicative aides and services for these meetings should contact Bonnie Bairett at 435.438.2291 or bonnie.bairett@beaver.k12.ut.us, giving at least three working days' notice.

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Beaver County School District Regular Board Meeting

District Office
291 North Main
Beaver, Utah, 84713

The following are minutes taken from the Regular Board Meeting, of the Beaver County School District Board of Education, held on February 13, 2024. This meeting was conducted at the Milford Elementary School located at 450 South 700 West, Milford, Utah, 84751.

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Board Member Attendance:

Board President — Lisa Carter (Precinct 5): Present
Board Vice President — Tyler Fails (Precinct 1): Present
Board Member — Nick Dotson (Precinct 2): Present
Board Member — Duke Hollingshead (Precinct 4): Present
Board Member — Kenneth Ure (Precinct 3): Present

School District Personnel in Attendance:

Mr. David Long, Superintendent
Todd Burke, Business Administrator
Lane Limb, District Technology
Ian Spaulding, District Technology
Tyler Schena, School Resource Officer
Russell Carter, District Facilities Director
Ryan Fisher, Milford High School

Work Session 10:12 a.m.

A. Prayer – Ken Ure

B. Board Reports & Discussion

C. Business Administrator

New accounting system update

D. Superintendent

- SEDC – Suicide Ideation Project

E. Distinguished School Award: Conference Report

Minersville School was recognized as a National Title I Distinguished School for 2022-23 and recently traveled to the ESEA Conference in Portland, Oregon to receive their recognition.

E. Required Board Training – Utah Compliance

Closed Session

10:39 a.m. - Motion & Vote to Enter Closed Meeting – Character & Competence

Action item

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Duke Hollingshead

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

Those Present During the Meeting:

Tyler Fails, Board Member

Lisa Carter, Board President

Duke Hollingshead, Board Member

Nick Dotson, Board Member

Ken Ure, Board Member

David Long, Superintendent

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Todd Burke, Business Administrator

11:32 a.m. - Motion & Vote to Exit Closed Meeting

Action item

Motion to Approve Made By: Nick Dotson

Motion Seconded By: Ken Ure

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

Closed Session

12:33 p.m. - Motion & Vote to Enter Closed Meeting – Collective Bargaining

Action item

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Duke Hollingshead

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

Those Present During the Meeting:

Tyler Fails, Board Member

Lisa Carter, Board President

Duke Hollingshead, Board Member

Nick Dotson, Board Member

Ken Ure, Board Member

David Long, Superintendent

Todd Burke, Business Administrator

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1:10 p.m. - Motion & Vote to Exit Closed Meeting

Action item

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Duke Hollingshead

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

Closed Session

1:11 p.m. - Motion & Vote to Enter Closed Meeting – Security

Action item

Motion to Approve Made By: Duke Hollingshead

Motion Seconded By: Nick Dotson

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

Those Present During the Meeting:

Tyler Fails, Board Member
Lisa Carter, Board President
Duke Hollingshead, Board Member
Nick Dotson, Board Member
Ken Ure, Board Member

David Long, Superintendent
Todd Burke, Business Administrator
Tyler Schena, School Resource Officer
Lane Limb, District Technology
Ian Spaulding, District Technology
Russell Carter, District Facilities Director

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2:10 p.m. - Motion & Vote to Exit Closed Meeting

Action item

Motion to Approve Made By: Tyler Fails
Motion Seconded By: Duke Hollingshead
Board Vote: Unanimous

Tyler Fails: Aye
Lisa Carter: Aye
Duke Hollingshead: Aye
Nick Dotson: Aye
Ken Ure: Aye

Board of Education Meeting 2:10 p.m.

A. References: Utah Open Meetings Act & Compliance Checklist

B. Welcome: Board President, Mrs. Carter

C. Pledge of Allegiance: Tyler Fails

D. Public Input

E. Student Recognitions

F. JUUL Settlement

The District will receive approximately \$13,000 for the class action lawsuit against vaping companies.

Action Items

A. Approval of Prior Board Meeting(s) Minutes

Action item

Motion to Approve Made By: Duke Hollingshead
Motion Seconded By: Nick Dotson
Board Vote: Unanimous

Tyler Fails: Aye
Lisa Carter: Aye
Duke Hollingshead: Aye

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Nick Dotson: Aye

Ken Ure: Aye

B. Exemptions or Guardianships, Transfers

Action item

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Duke Hollingshead

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

C. School Travel Requests

Action item

Upcoming School Activities & Field Trips

Summer Travel for FFA

June 17th (Monday): Head out - Fly from Las Vegas to Ronald Reagan in DC

We will be staying at the Sonesta Select Hotel in Arlington every night

June 18th (Tuesday): Spend the day at the National Mall Museums/ Ford Theatre Tour

June 19th (Wednesday): Spend the day at the National Mall/ White House Tour

June 20th (Thursday): Spend the day at Washington's Estate at Mt. Vernon

June 21st (Friday): Tour the Department of Agriculture/Meet with Representatives from the Department of Ag.

June 22nd (Saturday): Day at the National Zoo/ Capitol Building Tour

June 23rd (Sunday): Free day (Go to Church)

June 24th (Monday): Return Home - Fly out from Ronald Reagan in DC to Las Vegas

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Duke Hollingshead

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

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Nick Dotson: Aye

Ken Ure: Aye

D. Board Travel

Action item

Board member travel to the state capitol for March 1, 2024, the last day of the general session.

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Nick Dotson

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

E. Multi-year Calendar Discussion

Action item

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Duke Hollingshead

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

F. BASN Project

Action item

Beginning in September 2023, Beaver County School District began a process to find network equipment for the Education Broadcast Spectrum license acquired by the school district last year. Working with the Utah Education and Telehealth Network, the district worked on a proof of concept for the use of radio network equipment in our area. Several vendors were contacted and two vendors responded to the proof of concept and testing commenced through December 2023. At the conclusion of the testing, only one vendor was able to meet our specifications for the BASN Project.

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Costs associated with this project are currently projected to be \$432,839, exceeding the available funds donated for this project of \$250,000. However, available funds are sufficient to proceed with the construction of three towers on the network, allowing us to cover many of the areas where our students are in need of connection.

After completing the three towers, the district is planning a pilot period during which we can get familiar with the workings of the network and the best practices involved in providing this extended service to our students. As part of this anticipated pilot, the district is ordering a limited number of chromebooks with network chips in them for currently identified students needing network access to do homework and use online content from home, with the eventual goal of supplying all students needing access to SchoolNet this type of chromebook.

RECOMMENDATION: Beaver County School District is recommending we proceed with the construction of three network towers in accessible locations to begin the process of building the Beaver County School District SchoolNet access using the donated funds to enter into a contract with Amplify, the Nokia equipment supplier responding to the proof of concept for the BASN Project.

Motion to Approve Made By: Duke Hollingshead

Motion Seconded By: Ken Ure

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

G. Purchase: 2023-24 Computer Science Curriculum & Training Grant Plan - \$96,996

Action item

The district continues to provide computer science training through the state CS Grant adopted in 2019-20. We have provided curriculum and training services through TechSmart under this grant each year at all of our schools. The Beaver County School District Board of Education is being asked to approve the 2023-24 contract with TechSmart for \$75,200.

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Ken Ure

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

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Duke Hollingshead: Aye
Nick Dotson: Aye
Ken Ure: Aye

H. Secondary Curriculum & Textbook Adoption Purchase McGraw Hill Education \$66,495

Action item

Motion to Approve Made By: Duke Hollingshead
Motion Seconded By: Ken Ure
Board Vote: Unanimous

Tyler Fails: Aye
Lisa Carter: Aye
Duke Hollingshead: Aye
Nick Dotson: Aye
Ken Ure: Aye

I. Building Access & Security - Approval of Individuals with Key Card Access

Action item

Without having policy or procedure guidance, and given the state's efforts to improve school safety and security, the district is asking the board to periodically review and approve the individuals who have key card access to school buildings.

Motion to Approve Made By: Duke Hollingshead
Motion Seconded By: Tyler Fails
Board Vote: Unanimous

Tyler Fails: Aye
Lisa Carter: Aye
Duke Hollingshead: Aye
Nick Dotson: Aye
Ken Ure: Aye

Financial

A. Approval of Warrants, Budgets, and Financial Reports, and Monthly Board Budget

Action item

Motion to Approve Made By: Tyler Fails

Board Approved 3.12.24

Motion Seconded By: Nick Dotson

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

B. Equipment Replacement & Surplus

Action item

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Duke Hollingshead

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

C. Facility Priority List & Assessment

No action taken

D. Review: Custodial & Sweeper Services

Discussion item

A follow up discussion on the district review current custodial and sweeper assignments for each school building in a presentation to the Beaver County School District Board of Education.

The Board was provided with the cleaning standards that the HR & Facilities departments obtained from several other school districts many years ago with Dr. Terry.

E. Update – High School Fees

Discussion item

The District is planning to hold 2024-25 high school fee adoption public hearings on March 12th and 26th.

2023-24 & 2024-25 Budget Development & Review

A. Utah Law - School District Budget Roles & Responsibilities

Discussion item & review of Utah compliance

53G-4-205 Duties of president.

53G-7-302 Budget Officer - Superintendent

53G-4-303 Duties of business administrator.

53G-4-402 Powers and duties generally.

53G-4-405 Approval of purchases or indebtedness -- Local school board approval of identified purchases.

53G-4-406 Claims against the local school board -- Itemized.

53G-7-302 School district and charter school budgets.

53G-7-303 LEA governing board budget procedures.

53G-7-305 Limits on appropriations -- Estimated expendable revenue.

53G-7-307 Warrants drawn by budget officer.

B. Budget Adoption Calendar

Action item –

[2024-25 Budget Development & Adoption Calendar](#)

Motion to Approve Made By: Duke Hollingshead

Motion Seconded By: Tyler Fails

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

C. Using the District's Mission, Vision, Values, & Goals to Guide the Budget Development Process

Discussion item

The administration reviewed with the Board the current district Mission, Vision, Values, and Goals that drive the budget process.

Mission: Preparing Responsible Citizens

Vision: The Beaver County School District shall provide relevant and meaningful educational opportunities that develop responsible citizens prepared for college, career, and life.

Values: Learning, Thinking, Integrity, Honesty, Growth, Creativity, and Excellence

Goals:

- ✓ Student Discovery & Growth
- ✓ Achieving Standards of Excellence
- ✓ Safe & Supportive Schools
- ✓ Communication

D. Academic Achievement Trends & Future Budget Implications

Discussion item

The administration provided the Board with multi-year school academic trends related to state assessments, vocational skills assessments, and graduation rates.

E. Budget Priority - Effective Teachers

Discussion item

The administration provided the Board with well-accepted research regarding the impact of high quality and effective teachers.

F. Enrollment Trends & Enrollment Projections

Discussion item

Currently, total district enrollments are approximately 1,445 students. This is the lowest enrollment level for over 15 years.

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G. High School Fees & Fundraisers

Discussion item

The administration provided the Board with high school fees and fundraiser financial reports.

H. School Utilities Expenditure Trends Report

Discussion item

The administration provided the Board with multi-year school utilities cost trends.

I. Administrator Budget Summary Reports

Discussion item

The administration provided the Board with budget reports that summarize budgets delegated to each administrator in the district. These reports include the amount authorized to spend and current actual expenditures.

J. District 2023-24 Necessarily Existent Small Schools Budget Plan

Action item

The administration reviewed the closeout budget plan for Necessarily Existent Small Schools allocations the district receives from the state. Milford Elementary, Minersville School, Beaver High School, and Milford High School qualify for state NESS funding. Belknap Elementary does not qualify for state NESS funding.

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Duke Hollingshead

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

K. ESSER III Grant - Grant End & Sunset of Expenditures

Discussion item

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The ESSER III grant is expected to expire at the end of this school year. This is a one-time grant that mainly focuses on interventions for students whose learning was negatively affected by COVID. The district will discontinue services funded by this program at the end of this year. These services include additional paraprofessional positions and other support services.

L. 2024-25 Workers Compensation Premiums & 5-Year Claims History

Discussion item

The administration provided the Board with a 5-Year history of claims.

M. 2024-25 Liability Insurance Premiums & 5-Year Claims History

Discussion item

The administration provided the Board with a 5-Year history of claims.

N. 2024-25 Property Insurance & 5-Year Claims History

Discussion item

O. 2024-25 Vehicle Premiums & 5-Year Claims History

Discussion item

The administration provided the Board with a 5-Year history of claims.

P. Required Risk Committee Meetings & Driver Safety Committee

Discussion item

Per state regulations, the district is required to have an active functioning safety committee and a separate vehicle & driving safety committee.

Personnel

A. Beaver High School

Board Approved 3.12.24

B. Milford Elementary School

C. Milford High School

Resignation: Rosemarie Mastin - Food Service Worker

D. Belknap Elementary School

Hiring: Patti Whitbeck (Yardley) as an aide.

E. Minersville School

F. District

Action item – Approval of All Personnel Changes

Motion to Approve Made By: Duke Hollingshead

Motion Seconded By: Tyler Fails

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

G. 2024-25 School Staffing Plans

No action taken

School staffing plans for 2024-25 will be discussed. Staffing plans are a proposal by principals based on the projected enrollment at each school for the 2024-25 school year. Staffing plans are subject to change as additional information becomes available. Presenting staffing plans in January gives the superintendent and the Beaver County School District Board of Education the opportunity to adjust plans based on enrollment projections for the coming school year. The Board of Education may take action to accept these plans as presented or elect to hold comment until matters of concern can be reviewed.

H. Contract Renewal – Business Administrator

Action item

Motion to Approve Made By: Nick Dotson

Motion Seconded By: Tyler Fails

Board Approved 3.12.24

Board Vote: Unanimous

Tyler Fails: Aye
Lisa Carter: Aye
Duke Hollingshead: Aye
Nick Dotson: Aye
Ken Ure: Aye

Break: 3:50 p.m.

Meeting Reconvened: 4:10 p.m.

Policies

A. BCSD Privacy Policy

Action item

The district is proposing the attached privacy statement be adopted and published on our website in compliance with state law and the district EEB Instruction Resources Internet policy. We have recently received the following communication from the state indicating the need to publish this statement on our website.

The State Privacy Officer has reviewed all designated government entities websites and our assessment shows that Beaver County School District does not have a properly published privacy policy statement, which is required by Utah code 63-D-2-S103.

Please draft and publish a privacy policy statement on your website by April 30, 2024. We will be conducting another review in May 2024 and would like to demonstrate state-wide compliance.

Motion to Approve Made By: Tyler Fails

Motion Seconded By: Ken Ure

Board Vote: Unanimous

Tyler Fails: Aye
Lisa Carter: Aye
Duke Hollingshead: Aye
Nick Dotson: Aye
Ken Ure: Aye

B. Training - USBE Internal Control Audits (October 2023 Training Video)

Discussion item

C. Annual Review - Purchasing, Payables, & Cash Disbursements Policies & Procedures

Discussion item

Annual policy and procedure compliance review for USBE R277-113 compliance and related USBE internal control audits.

The District's annual training plan requires schools and programs to conduct training on these policies and procedures during the month of February.

Related Policies & Procedures:

- General Purchasing Compliance Requirements
- The District Credit Card Program
- Allowable Exceptions - Purchasing Compliance
- \$50,000+ Purchasing Compliance Requirements
- Weekly Check Runs

D. Employee Career, Provisional, & Temporary Status

Action item

The Board reviewed the current policy and made a minor clarification and change to the policy related to part-time classified employees. The minor change did not change the substance of the policy but helped to clarify and improve communication of the same policy.

Motion to Approve Made By: Duke Hollingshead

Motion Seconded By: Ken Ure

Board Vote: Unanimous

Tyler Falls: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

Instruction & Education

A. Waterford Upstart Program

Action item

Board Approved 3.12.24

The district is recommending we enter into an MOU with Waterford Learning to provide the Upstart program to preschool age students throughout Beaver County.

The Utah Legislature established the Upstart program through Utah Code § 63N-20-101 et seq. The Utah State Board of Education ("USBE"), through the state procurement process, selected Waterford Research Institute ("Waterford") as the State's official Upstart contractor, as defined in Utah Code § 63N-20-101(1).

Upstart was created to:

Provided preschool children across the state access to a home-based educational technology program with strong parental involvement;
Develop the school readiness of preschool children across the state; and
Deliver curriculum in reading, math, and science to preschool children across the state.

Beaver County School District would provide an Upstart liaison (an "aide") with funding from the Upstart program and the aide would provide support to parents participating in the Upstart program with their children. The aide would be supervised by the principal assigned to curriculum duties in the district.

Motion to Approve Made By: Nick Dotson

Motion Seconded By: Tyler Fails

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

B. SOEP Update

Discussion item

Public

A. BEA/BSEA

B. Community Councils/Parent Organizations

C. Public Input

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D. Summation and action plans

E. Milford Elementary School Principal Approval

No action taken

Closed Session

4:24 p.m. - Motion & Vote to Enter Closed Meeting – Character & Competence

Action item

Motion to Approve Made By: Duke Hollingshead

Motion Seconded By: Tyler Fails

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Ken Ure: Aye

Those Present During the Meeting:

Tyler Fails, Board Member
Lisa Carter, Board President
Duke Hollingshead, Board Member
Nick Dotson, Board Member
Ken Ure, Board Member

David Long, Superintendent
Todd Burke, Business Administrator

4:50 p.m. - Motion & Vote to Exit Closed Meeting

Action item

Motion to Approve Made By: Ken Ure

Motion Seconded By: Nick Dotson

Board Vote: Unanimous

Tyler Fails: Aye

Lisa Carter: Aye

Duke Hollingshead: Aye

Nick Dotson: Aye

Board Approved 3.12.24

Ken Ure: Aye

Adjourn

The meeting was adjourned at approximately 5:00 p.m.

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should contact Bonnie Bairett at 435-438-2291, or bonnie.bairett@beaver.k12.ut.us, giving at least three working days' notice.

All Agendas, Minutes and Audio Recordings are available on the Utah Public Notice Website. [www.utah.gov /pmn](http://www.utah.gov/pmn)

Lisa Carter, Board of Education President

Todd S. Burke, Business Administrator