



APPROVED MINUTES

May 2024 BOARD MEETING MINUTES

The regular board meeting of the Piute County School District Board of Education was held on **May 14, 2024** at the Piute County Courthouse in Junction, Utah. President Jeremy Pearson called the meeting to order at **3:34 P.M.** Present was Jeremy Pearson, Neccia Dalton and Rick Dalton. Also present was Superintendent Koby Willis and Business Administrator Dallas Sylvester. Guests at the meeting were: Russ Lee, Troy Allan, Beth Allen, Stacie Gass, Heather Fautin, and Shauna Bagley. Virtually present were: Paul James and Carson Westwood.

Work Meeting: The board, Superintendent Willis, and Dallas Sylvester met before the meeting to hold a work meeting and go over the Superintendent and Business Administrator contracts.

Opening Remarks:

- Jeremy Pearson welcomed everyone to the meeting. After the pledge of allegiance was recited, opening remarks were given by Rick Dalton.

Program Reports:

- **Facilities Maintenance**
 - Beth Allen gave the board an update on facilities maintenance in the school district.
 - Beth gave the board an update on all the current projects going on in the district right now.
 - Beth mentioned that she will be deep cleaning the school this summer and also maintaining the lawns around the high school.
 - Beth mentioned that having a student intern help during the summer has helped her get more done inside the building.
 - Beth mentioned that Rodney Mayo has a long list of maintenance projects to work on this summer.
 - Superintendent Willis mentioned that we will need to start looking at getting the parking lots re-sealed soon.
 - Beth mentioned she would like to take out the shower trees in the new gym locker rooms and also fix the ceiling in the boys' old locker room.
 - Beth mentioned that there are 5 applicants for the summer internship jobs. Two interns will be hired soon and possibly a third if needed.

Public Comments:

- The board gave time for the public to make comments.
 - No public comments were made.

Business Items:

- **21st Community Learning Centers Grant Application**
 - Troy Allan gave the board an update on mental health in the district.
 - He mentioned that students will be wearing mental health t-shirts to school next week for mental health awareness day.
 - Troy explained to the board what the 21st century community learning grant is and presented them with an informational pamphlet.
 - Troy mentioned that the school district is in the process of applying for the grant and he is working on the application.
 - The program is designed to serve students and their families during out-of-school time hours, including before and after school, summer and weekends with a specific focus on students who attend high-poverty and low-performing schools.
 - Troy mentioned that each school would need to dedicate 15 hours a week for the program.
 - Troy mentioned that the grant funding would be used to focus on three categories: Mental Health and Wellness, Leadership and Character Development, and Holistic Development.
 - If the school district is awarded the grant, the program will be implemented starting next school year and will continue for 5 years.
- **School Land Trust Plans 2024-2025**
 - Superintendent Willis presented the School Land Trust Plans for Circleville Elementary, Oscarson Elementary, and Piute High School for the 2024-2025 school year.
 - Rick Dalton made a motion to approve the School Land Trust Plans for 2024-2025. Neccia Dalton seconded the motion. Motion passed by unanimous vote.
- **School Behavior Plans 2024-2025**
 - Stacie Gass presented the positive behavior plans for Oscarson Elementary and Circleville Elementary for 2024-2025.
 - Stacie mentioned that the purpose of the plans is to help students make good choices and focus on positive things.
 - She explained what the different programs offered at each school are and how they are implemented.
 - She mentioned that the schools have added a master plan for the Re-Think Ed lessons so the teachers are all on the same page as to what has already been taught.
 - Stacie mentioned that Re-Think Ed has an incident tracker module that can be used to make sure all staff are aware of something that a student might need help with.
 - Stacie mentioned that Troy Allan has visited the schools and helped with positive behavior activities with the 5th and 6th grades.
 - Stacie explained that Circleville Elementary is still using the “Dojo Tags” as rewards to students throughout the year.
 - Stacie added that it is a team effort to implement the plans and many people are involved in the process.

- **School Board Meeting Schedule 2024-2025**
 - Superintendent Willis presented the proposed school board meeting schedule for 2024-2025.
 - Rick Dalton made a motion to approve the school board meeting schedule for 2024-2025. Neccia Dalton seconded the motion. Motion passed by unanimous vote.

- **Preliminary Budget 2024-2025**
 - Dallas Sylvester presented the school board with the preliminary budget for 2024-2025.
 - The preliminary budget is an early estimate for the final budget for FY24 and the original budget for FY25.
 - The preliminary budget shows a \$64,546 increase in the general fund balance for FY24 and a \$268,021 decrease in the general fund balance for FY25.
 - Dallas mentioned that the district is planning on having to transfer \$150,000 to Food Services from the general fund this year to keep the Food Service fund balance positive. The planned transfer for next year is \$140,000.
 - Dallas presented the board with a breakdown of the preliminary local, state, and federal revenues for both the FY24 final and also the FY25 original budget.
 - Dallas presented the board with a breakdown of the non-salary & benefit expenses for the preliminary budgets.
 - Dallas presented the board with the preliminary budgets for the other funds in the district that aren't categorized as the general fund.
 - Dallas mentioned that as of last week, the \$18,000,000 grant funding for the new elementary schools had already earned \$270,000 in interest. The district has had the funding since February 1st.

- **Employee Negotiations Agreement 2024-2025**
 - Superintendent Willis presented the school board with the employee negotiations for 2024-2025.
 - The negotiations agreement includes the following:
 1. The district will provide a \$3,000 pay raise to all levels of Lane 1 on the school district salary schedule. The district will provide a raise of \$1.25 per hour on all levels of Lane 2 on the school district salary schedule.
 2. The district will provide salary schedule level advancements and education advancements as explained in school district policy #2060.
 3. The school district will add \$500 to levels 12-15 of Lane 1 of the salary schedule.
 4. The district will provide the Silver Advantage health insurance plan for qualified employees.
 5. The district will continue the Professional Development Incentive Program with local funding with the Gold Level stipend at \$1,000.
 6. The school district will add administrator, director, and coordinator stipends to the stipend schedule and make them percentage based to allow them to increase with the salary schedule.
 7. For the 2024-2025 school year the school district will provide 32 hours of paid teacher directed professional development time.
 8. The district will add a 1.5% 401k contribution for Tier 2 retirement employees. Tier 1 retirement employees already receive this benefit. As required by the state, Tier 2 employees with a defined benefit plan will contribute 0.7% toward their pension.

9. The district will conduct another evaluation of 4 day school week in the spring of 2025.
10. The district will continue to look for opportunities where both employee and employer can benefit from changes to employee compensation or personnel policies.
11. The employee representatives will help the district to educate employees regarding changes to employee compensation and personnel policies.
12. The district will increase the employee life insurance policies for full-time employees from \$37,000 to \$50,000.
- Superintendent Willis presented the board with the draft of the new stipend schedule for administrative stipends.
 - The highlights for the new stipend schedule are as follows:
Extra duties will be paid a stipend based on a percentage of the certified or classified lane of the school district salary schedule as shown on the stipend schedule. Only years assigned to the extra duty are considered for the schedule.
PHS Athletics Administrator: The high school principal or the principal's designee will receive 3/4 of their regular hourly rate while serving as an administrator at high school athletic events.
 - Superintendent Willis mentioned that the salaries for the Superintendent and Business Administrator need to be set and approved by the school board.
 - Rick Dalton asked Dallas Sylvester to give the board an explanation about the research he had done on the superintendent and business administrator salaries.
 - Dallas shared the following information with the board:
 - Based off certified hourly rates, Superintendent Willis currently ranks #20 out of 29 employees in the school district. Dallas Sylvester ranks #28 out of 29 employees.
 - Dallas mentioned that due to district office employees working all year, the district office employees are expected to work about 650 more hours than the teachers.
 - Dallas shared the following information with the board to show how the superintendent and business administrator salaries compare to the rest of the state:
 - Utah school district superintendent average salary projections for FY25:
FY25 Salary Averages
Average of all districts:
\$199,180.63
Average of 10 smallest districts:
\$148,765.79
Average of 5 smallest districts:
\$133,236.88
Average with 6 years or less of experience out of 10 smallest districts:
\$136,353.94
 - Utah school district business administrator average salary projections for FY25:
FY25 Salary Averages
Average of all districts:
\$173,351
Average of 10 smallest districts:
\$122,255
Average of 5 smallest districts:
\$107,758
Average with 5 years or less of experience out of 10 smallest districts:
\$109,367

- Neccia Dalton made a motion to approve the negotiations agreement, salary schedule, and stipend schedule for 2024-2025. Rick Dalton seconded the motion. Motion passed by unanimous vote.
- Rick Dalton made a motion to approve Superintendent Willis's salary for FY25 at \$110,000. Neccia Dalton seconded the motion. Motion passed by unanimous vote.
- Neccia Dalton made a motion to approve Dallas Sylvester's salary for FY25 at \$98,000. Rick Dalton seconded the motion. Motion passed by unanimous vote.

- **Piute High School Accreditation Results**
 - Superintendent Willis mentioned that the high school passed its accreditation review this year.
 - Superintendent Willis acknowledged the high school employees for doing a great job on the accreditation and for receiving a good score.
 - Shauna Bagley mentioned that the two things the high school needs to work on according to the accreditation results are breaking down data more and improving diversity.

- **Bus Garage Update**
 - Superintendent Willis gave the board an update on the progress of the bus garage project.
 - The stem wall has been poured and the plumbing is being completed.
 - The pad will be poured in the next couple of weeks.
 - The plan is to start constructing the building in June.

- **High School Remodel Update**
 - Superintendent Willis gave an update on the high school remodel project.
 - The framing has been completed and the flooring has been laid on the top floor.
 - The stairs haven't been installed yet, but will be soon.
 - The project is following the schedule and should still be completed on time.

- **Elementary Schools Design Update**
 - Superintendent Willis gave the board an update on the elementary schools design process.
 - Tomorrow, May 15th, will be the topographical survey review for Circleville Elementary with the design committee.
 - A site visit/walkthrough of the projects with KMA Architects will be done on Tuesday, May 21st to look at the possible locations of the new elementaries.
 - Superintendent Willis mentioned that there is still a strong desire from some community members to push the new elementary school projects to a vote. This would require a referendum to be filed and signatures would need to be collected to put the revenue bond issuance on the ballot.
 - Superintendent Willis asked the board if they would rather put out a formal survey to the community this summer.
 - Superintendent Willis mentioned that the surveys could be sent out with the primary election ballots this summer.
 - Neccia Dalton expressed that she feels the survey wouldn't be effective.
 - The board decided to not pursue a formal survey regarding the new elementaries and revenue bond issuance.
 - Superintendent Willis stated that he feels there is good community support for the projects and even if it got pushed to a vote, that it would pass.

- Superintendent Willis explained that if a referendum is filed and enough signatures are collected to put the vote on the ballot, the vote would not be on the tax increase. The vote would be on whether or not the school district can issue a revenue bond for \$5,000,000. The capital levy will be raised in the summer and the vote wouldn't take place until November.
- Superintendent Willis mentioned that there are a lot of community members who would sign the petition to put the revenue bond issuance on the ballot even though they support the construction of the new schools.
- Superintendent Willis mentioned that 20% of active voters would need to sign the petition to put the revenue bond issuance to a vote. The votes would have to be collected between June 25th and July 25th, 2024.
- Superintendent Willis explained that he has been in contact with the Lieutenant Governor's office to find out more information about what would need to be done and what paperwork would need to be filed by community members in order to put the revenue bond issuance on the ballot.
- **Policy #2089 Suicide Prevention Revision 1st Reading**
 - Superintendent Willis presented the revision of policy #2089, Suicide Prevention for the first reading.
 - Neccia Dalton Made a motion to suspend the second and third readings and approve the revision of policy #2089, Hiring & Interviewing on the first reading. Rick Dalton seconded the motion. Motion passed by unanimous vote.
- **Policy #2070 Hiring & Interviewing Revision 1st Reading or Repeal**
 - Superintendent Willis presented the revision/repeal of policy #2070, Hiring & Interviewing for the first reading.
 - The policy will be revisited in the next board meeting.
- **Policy #2091 Child Sexual Abuse Prevention Revision 1st Reading**
 - Superintendent Willis presented the revision of policy #2091, Child Sexual Abuse Prevention for the first reading.
 - Rick Dalton Made a motion to suspend the second and third readings and approve the revision of policy #2091, Child Sexual Abuse on the first reading. Neccia Dalton seconded the motion. Motion passed by unanimous vote.
- **Approval of Minutes and Vouchers**
 - Rick Dalton made a motion to approve the April 2024 board meeting minutes, the April payroll, and district vouchers 24000782-24000862. Neccia Dalton seconded the motion. Motion passed by unanimous vote.
- **New Hires, Assignments, and Reassignments**

New Hires

- Hire Jake Revoir as an Assistant Wrestling Coach for 2024-2025
- Hire Paul Morgan as an Assistant Baseball Coach for 2024-2025
- Hire Heidi Jensen as an Assistant Volleyball Coach for 2024-2025
- Hire Hunter Tanner as a teacher for Utah Peak Academy for 2024-2025

- Rick Dalton made a motion to approve the new hires. Neccia Dalton seconded the motion. Motion passed by unanimous vote.

Information Items:

A. None

Executive Session : None

Adjournment

- At **5:41 P.M.** Neccia Dalton made a motion to adjourn the **May 14, 2024** meeting of the school board. Rick Dalton seconded the motion. Motion passed by unanimous vote.