Minutes of the South Summit School District Board of Education Meeting held on October 9, 2014, beginning at 5:45 p.m. in the Board Room at 285 East 400 South, Kamas, UT.

Present: Craig Hicken, President; Steven Hardman, Suni Woolstenhulme, James Snyder, Vice President; Matt Flinders, Superintendent Shad Sorenson, and Business Administrator Kip Bigelow.

Guests: Verlene Lewis, Stephanie Waters, Debra Blazzard, Erika Hansen, Kimberlee Howe, Kim Hammel, Vicky Burton, Becky O'Driscoll, Brent Gines, Louise Willoughby, Dottie Robison, Dusty Hatch

1. President Hicken called the meeting to order at 5:45 P.M.

2. Invocation was given by Mrs. Suni Woolstenhulme

3. Pledge of Allegiance was led by President Hicken

4. Superintendent Sorenson introduced student Erika Hansen to the Board for the Student Spotlight. Ericka Hansen, Jessica Bess and Sierra Davis attended Girl's State 2014. Ericka gave a report on her experience as one of 300 girls who represented the state of Utah, and how the experience opened her mind to government. She explained how the girls were put into cities named after former Governors, and they ran for positions within each city. The process involved giving speeches in front of all the other girls. Ericka was elected to the office of City Attorney and participated in a mock trial. This experience helped her learn how to speak in public and not be intimidated.
   Ericka reported on learning the different levels of government; city, county and state, as well as Parliamentary Procedure, and many of the positions and offices. She learned the importance of getting involved in her own local government, and that she can, and wants to make a difference. The best part of the experience for Ericka was the Retiring of the Flag Ceremony, learning to honor and respect the country. Ericka received a scholarship to Weber through her attendance at Girls State.
   President Hicken reported on Boys State in the place of his son Erick Hicken, who was unable to attend. Erick and Christian Davis attended 2014 Boys State. Both boys did well, and enjoyed the experience. Mr. Hicken reported that it was the best experience of Erick's life.

5. Superintendent Sorenson proposed the following Board Meeting times and format to the agenda to include work sessions and executive sessions as follows:
   5:30 P.M. Work Session
   6:00 P.M. Board Meeting
   - Agenda
     - Introductory Items
     - Preliminary Items (Public Comment and Consent Calendar)
     - Information/Reports
     - Agenda Items
     - Closed Session
     - Information Items
     - Adjourn

     Was there a motion to approve or just a nod to move forward?

6. Public Comment:
   Community members Vicky Burton, Kimberly Howe, Kimberlee Hamill, and Verlene Lewis expressed concerns to the Board about the safety of our schools. They requested that the Board review policy and make necessary changes if needed to provide safe schools and eliminate pre-gang activity. Public comments asked the administration to be proactive in educating

students and parents on the mechanisms of reporting bullying in the schools.

7. The Board reviewed the Consent Calendar.
   Mr. Flinders asked questions regarding the two Technology Conferences. Superintendent Sorenson confirmed there would be four from the High School, two from the Middle School, and two from the Elementary School attending the FETC conference and the purpose for the group attending will be to enhance collaboration with the IT Team and within the buildings. The Macworld conference focuses on the backend operating system of MAC computers. Mr. Snyder positively recognized that of the six Travel Requests submitted for approval, most are for professional development.
   Mrs. Woolstenhulme asked questions about the School LAND Trust amendment for the Elementary School, and why the dollar amounts looked the same after the carry -over. Mr. Bigelow explained that when calculations are done at the end of the year, the figures will update on the reports.

8. Motion by Mr. Flinders to approve the Consent Calendar, which included the following:
   a. Minutes of the September 11, 2014 Board Meeting
   b. September 2014 Check Summary
   c. September 2014 Revenue Report
   d. September 2014 Expenditure Report
   e. Hughes Payment Request
   f. New Hires:
      a. SSAFC – Alex Jones (Weight Room Attendant), Jacob Olsen (Weight Room Attendant), Denice Heidorn (Substitute Instructor), Misael Cruz (Custodian)
      b. Substitute Teachers – Megan Clegg, Stacy Dewey
      c. Aides – Chloe Jones-Fryer (Elementary Media), Juli Olson (SpEd), Teddi Grajek (Middle School)
      d. Other Hires – Shami Wolf (PT Food Service), Kasi Vernon (Head Start)
      e. Travel Requests – Dusty Hatch (Coaches Basketball Clinic), Crandall/Gines (Macworld/Iworld), FETC Conference (faculty), Crandall/Gines (FETC), S. Sorenson (FETC), C. Bowen (State Golf Tournament)
   g. Home School Certificates:
      a. Caroline Durham (13)
      b. Lily (9), Jack (6) Marchant
      c. Madison (11), Carter (10), Macady (7) Jones
   h. Amendments to School LAND Trusts Plans
      a. South Summit Elementary School
      b. South Summit Middle School
      c. South Summit High School

9. Seconded by Mr. Hardman.
   Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, Mrs. Woolstenhulme.
   Nays: None.

10. Mr. Brent Gines reported on SAGE Testing for the South Summit School District. SAGE assessments are unique to Utah, and are developed specifically for Utah students according to a rigorous and inclusive test development process, designed to measure student success and growth over the years. SAGE test are based on the Utah Core Standards, a set of academic standards that raise expectations for students and teachers. SAGE test results from last year will be publicly released soon. Teachers and administrators will be able to look at results on October 13, and the public should receive them on Oct 20, unless the state delays the public release. The District will have one week to review and assimilate the results. Superintendent Sorenson and Mr. Gines are in the process of developing a plan for sending out the reports.

Mr. Gines had the opportunity to review the results for our school district. He was authorized to share the embargoed data with only Superintendent Sorenson and the principals. Mr. Gines reported that the South Summit School District is doing fine overall. Results are low statewide, but our district is above or at the average state level in most categories. Mr. Gines is not authorized to share the results with any other individuals until they are released.
The Board reviewed a 20-minute video/recording the State Department of Education prepared for Board members, administrators, and teachers to view before test results are released. A letter from the Superintendent with information from the State Office of Education on the purpose and process of SAGE testing will be sent to parents in the school district, with an invitation to Parent Night on October 28, at 6:00 PM, at the Middle School, where the video will be shown, and parents may pick up the SAGE test results for their student(s). Principals and teachers will be on hand to help interpret test scores. An interpretive parent guide will also be available at that time with step-by- step explanations of what the scores and symbols mean.
Mr. Gines emphasized the importance of celebrating the successes and not dwelling on negatives. He expressed thanks to the Board for their support on the technology to help prepare students for the testing.
Superintendent Sorenson expressed thanks to Mr. Gines for guiding the district through the SAGE testing.

11. The Board reviewed Policy 5003 – Hiring Policy (Second Reading).
Mrs. Woolstenhulme motioned to adopt policy 5003 for second and final reading. Seconded by Mr. Hardman.
Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, Mrs. Woolstenhulme.
Nays: None.

12. The Board reviewed Policy 5008 – Transfer Policy.
Mr. Hardman motioned to adopt the policy with a change in the last sentence of the policy paragraph to "building administrators and principals." Seconded by Mr. Flinders.
Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, Mrs. Woolstenhulme.
Nays: None.

13. The Board reviewed the nepotism Policy 5004 – Nepotism.
Superintendent Sorenson recommended expiring policy 5004.
Mr. Flinders motioned to expire policy 5004. Seconded by Mr. Hardman.
Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, Mrs. Woolstenhulme.
Nays: None.

14. 14. The Board reviewed policy 3007 – Public Use of Buildings and Grounds (1st reading).
Mr. Hicken motioned to approve the first reading of Policy 3007. Seconded by Mr. Hardman.
Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, Mrs. Woolstenhulme.
Nays: None

15. Superintendent Sorenson presented research conducted a year ago and followed up on this year, on a shared labor pool that included North Summit, Wasatch, and Park City School Districts for substitute teach pay. The district needs to double the number of substitute teachers in order to meet the need through spring activities, and to maintain the excellent pool already in place. Superintendent Sorenson asked the Board to consider an increase in substitute teacher pay for all substitutes that graduated from a teacher education program with licensures or complete a 6 to 10 hour online training

and certification course through STEDI (Substitute Teacher Education Development Institute). The School District will provide coupons for a reduced rate of $20 for the certification to all interested substitutes who complete the training before November 5. Those who do not complete the certification by that date will pay $30 for the certification. The District will pay the fees for the online training, and the fee will be taken out of the certified sub's first check.
Proposed changes in substitute Teacher Pay:
Licensed Teachers (or licensed within 5 years): $12/hr
STEDI Certified Substitute Teacher: $10.83/hr
STEDI Certified Paras/Aides Substitute Teacher rate: $12
Non-certified Substitute Teacher: $8/hr

16. Mr. Flinders motioned to adopt the recommended numbers and to approve paying the $20 fee and taking it out of the first check. Seconded by Mr. Snyder.
Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, Mrs. Woolstenhulme.
Nays: None.

17. Superintendent Sorenson reported that classroom visits are going well. He expressed to the Board that we are in a good profession and doing good things with excellent students, faculty and staff.
The State Board is currently reviewing a new rule that in order for a school district to adopt new curriculum they would need a review committee comprised of more parents than educators. Superintendent Sorenson asked for input from the Board on this subject, based on past practice.

18. Business Administrator Kip Bigelow presented information on assessed property taxes in the school district with comparisons to other districts.
Mr. Bigelow presented the annual financial and revenue report figures, and reminded the Board that he will provide the Audit report next month.
Mr. Bigelow reported that the Other Post Employment Benefits Obligation has been fully funded, allowing post employment benefits to new employees as well as current employees. The Board requested that this information on benefits be released to the employee association so they would know that their adjustments last year made these results possible, and they accomplished their goal. Post employment benefits could not be offered to new employees without having this fully funded.
Options for a parking lot around the District Office Building were discussed. Mr. Bigelow recommends waiting until spring to determine what should be done with the other property around the building. Landscaping has been put on hold.
October 1 reports show that the student head count is lower than when school started. High School is seeing the most new growth this year. If trends stay steady, High School enrollment will drop about 20 students next year.
Mr. Bigelow reported the number of County building permits issued in South Summit this year, and recommended staying ahead of the growth to come in this area.
Mr. Bigelow and Superintendent Sorenson reported on a meeting they attended with the Park City Municipality and local governments. School growth in the Park City area was on the agenda. If Park City schools become full, it may force students not living in Park City boundaries to attend schools in their community. This would affect Wasatch and South Summit School Districts to enforce students to attend schools from their own community. This would have impact on approximately 43 students living in South Summit.

Mrs. Woolstenhulme reported on school visits. She was concerned about the amount of garbage from school lunches compared to past years, and suggested that we may need to look at recycling options. Mrs.

Woolstenhulme sat in on a few classes, and was encouraged with the Smart Boards being utilized in classrooms. She recognized that the classes in the Elementary School are larger this year. She talked to the staff at Head Start, and they are looking forward to sharing in their meeting with the Board in December what they would like to accomplish with their program.

Mr. Hardman made the comment that the Administration needs to review the bullying situation and bring forth any policy changes.

Mr. Flinders asked about the principal's and administrator's perceptions of the level of bullying in the schools, and how big a problem it is. He asked what the schools and district is doing to document and follow up on preventive measures, and he suggested that a report be presented to the Board at the next meeting.

Mr. Snyder reported that he had received a phone call from a parent regarding the bullying incident, and that he had reassured the parent that an investigation was being conducted, and that the district was following the policies in place for this type of incident. Mr. Snyder discussed the impact of notifications sent to parents for protection of the students involved as well as safety and disclosures.
Mr. Snyder made a high school visit. He was impressed with the changes made with the school lunch program, and that it looked unusually successful with the lines going from the cafeteria down the hall. A majority of the faculty was eating school lunches, and it appears that overall, morale has turned a corner for good.
Mr. Snyder also visited the REC center. He thought that the changes they had made in the fish bowl and moving the weight room were improvements. Each of the changes made were planned for and came out of their budget.

Mr. Hicken said that he wants to make sure we evaluate our practices to fix what needs to be fixed. He appreciates the hard work of the Board and the district, and there a lot of good things happening in spite of social media frenzies. Difficult situations were handled well.

Mr. Hardman motioned to adjourn the meeting at 8:15. Seconded by Mr. Snyder.
Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, Mrs. Woolstenhulme.
Nays: None

Business Administrator

Board President