

# **Board Study Session & Business Meeting (Tuesday, January 13, 2015)**

*Generated by Shelley R Shelton on Wednesday, January 14, 2015*

## **Members present**

Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## **Staff members present**

Keith Rittel, Superintendent; Ray Morgan, Assistant Superintendent; Stefanie Bryant, Business Administrator; Dr. Gary Wall, Exec. Director Human Resources; Gary Wilson, Exec. Director Student Services; Shelley Shelton, Exec. Assistant

## **Staff members excused**

Alex Judd, Exec. Director Elementary Education

## **Guests**

Caleb Price, Communications & Public Relations Coordinator; Chad Duncan, Technology Director; Shauna Sprunger & Josh Espinoza, Technology; Mark Wheeler, Facilities Director; Jared Ferguson, CTE Director; Bret MacCabe, Learning Initiative Coordinator; Christy Giblon & Kathy Giles, Provo Education Assoc.; Susan Gurule, Jean Johnson, Lisa Pulver and Charity Williams, Provo Education Support Professionals; Darryl Alder, Lee Hansen, Ann Shumway, Learning for Life; Marilyn Huber, Bill Sprunger & Marlin Palmer, Provo City School District Outdoor Education Staff; Brian Baker, Zions Bank

## **Meeting called to order at 4:50 PM**

# **1. 4:45 - 7:00 p.m. Study Session**

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A. Welcome: President Michelle Kaufusi

B. Roll Call

C. Discussion of Board Leadership

President Michelle Kaufusi indicated the board will be taking nominations for president and vice president in the study session, and voting in the business meeting. She added she had conferred with Richard Stowell from USBA on the upcoming board leadership discussion. His recommendations/feedback were as follows:

- Look for a board member who is a strong leader, has experience, and would be a strong spokesperson to represent the mainstream.
- Use caution in making any decision that could potentially fracture the board.
- No policy/procedure exists related to splitting the leadership between east/west side demographics. The selection of leadership is not about grids; the more emphasis that is put on that, the more divided the community will become.
- No requirement exists that the board leadership change after two years.

Discussion: Member McKay Jensen commended President Michelle Kaufusi for her work as board president over the last two years, adding her leadership had helped heal the community.

- Nominations for President: Michelle nominated Vice President Julie Rash to serve as President. There were no other nominations for president.
- Nominations for Vice President: Member Shannon Poulsen nominated Member McKay Jensen to serve as Vice President. There were no other nominations.

**D. A RESOLUTION OF THE BOARD OF EDUCATION OF PROVO CITY SCHOOL DISTRICT, UTAH AUTHORIZING THE ISSUANCE AND SALE BY THE BOARD OF NOT MORE THAN \$60,000,000 AGGREGATE PRINCIPAL AMOUNT OF ITS GENERAL OBLIGATION BONDS (UTAH SCHOOL BOND GUARANTY PROGRAM), SERIES 2015.**

Brian Baker from Zions Bank was present answer any questions from the board regarding the resolution. Business Administrator Stefanie Bryant began the discussion with the following talking points:

- The resolution is the beginning of the process of issuing the bonds and sets the parameters for what the first issue of the entire \$108 million is going to be.
- The first issue is set to be a maximum of \$60 million.
- 5 1/2 % on the coupon rate, reduces to a 3% discounted rate after we get the premium on par. When the board goes to issue, that's the rate they'll be looking for; it sets the terms.
- The resolution included legal language regarding
  1. The process required in the event of a potential future refund
  2. The authentication of the bonds themselves
  3. Who holds the certificates

Brian Baker of Zions Bank explained how the rates work as follows:

- There are two rates on the bond. One is the rate that's actually printed on the face amount of the bond, which could be up to 5 1/2 %. The other rate is the one actually being paid in the market, which will be 3% or less.
- Different investors want to own bonds that say 5% on them. When the board gets the bids on the bonds, the winning bidder, the one who offers the best deal, may have wanted 5% on all the bonds, but the board won't sell them a 5% bond for \$1 for every dollar of bond value. The winning bidder would pay \$125 for every \$100 of bond value. So instead of issuing \$54 million, the board would \$48 million and be given \$6 million in premium. Even if the board is paying 4-4 1/2 % on the bonds, it will all average out to the bottom line rate the district pays, which will look very similar to what's been modeled in the past and will be a reflection of the credit quality of the district.
- Competitive sale will be open to any underwriter nationally who wants to place a bid, such as Wells Fargo, Morgan Stanley, Citigroup, JP Morgan, Goldman Sachs and Bank of America. The district could anticipate seeing at least seven bids. One entity may choose to buy all bonds.
- The purchasing entity will turn around and sell the bonds in a secondary market to investors.
- Bonds will be sold in increments of 5,000.

Member Murray: What is the board's liability in relation to the bonds becoming taxable?

- Business Administrator Stefanie Bryant explained if the district exceeds certain rental income on the facilities or if we earn too much interest on the money by letting it sit in the bank - if it isn't spent in time, the district would be liable. Too much interest earned would be required to be rebated to the federal government.
- The board is covered under the state insurance policy for liability.
- The State hands down its bond rating to the district, so when the district sells the bonds we have the State's bond rating as well as the State guarantee in the event the district doesn't pay on the bonds.
- Mr. Baker added the main trigger for liability would be private use. There will be a reasonable expectation that funds will be spent within three years.

Following board approval, notice will be posted in local newspapers and on the Utah Public Notices Website. There will be a 30-day period for anyone who wishes to contest the sale of the bonds. The process will close in mid-March.

**E. Camp Big Springs: Lee Hansen, Learning for Life Program; Chad Duncan & Staff, Provo Outdoor Education Program**

The board and the district administration need to conduct a review of plans for the future of Camp Big

Springs. The Big Springs program has been in operation for many years, providing students an outdoor education experience only about 20 minutes away from their homes.

With the retirement of Marlin Palmer during summer 2012, (who took the lead on running the camp for many years), a decision must be made as to how, if at all, to continue to provide this kind of opportunity to students.

The board will be asked to consider two possible directions for Camp Big Springs.

1. A presentation by Darryl Alder and Ann Shumway regarding the Boy Scouts of America Utah National Parks Council/Learning for Life curriculum.
2. A presentation from district staff regarding continuing/revising the district Camp Big Springs program.

As the board considers both plans, here are some of the questions we believe need to be answered.

1. What is the total cost per student? How does this compare to previous years' costs?
2. Are fee waivers available for students of poverty?
3. Who assumes insurance liability?
4. What is the curriculum? What is the daily schedule per the program?
5. What are the chaperoning details?
6. What are the food details, including handling, storage, cleanup, and meeting food standards?
7. What are the program equipment needs (tents, cooking devices, etc.) and who owns/pays for/provides the equipment?
8. Is there liability in this program that leaves the district unprotected?
9. Many other possible questions could also be considered.

Utah National Parks Council of Boys Scouts/ Learning for Life STEM Camp Presentation, led by Lee Hansen: The presentation focused on a comparison/contrast between the Learning for Life and Big Springs programs in the following areas:

- Risk Management: Safety standards; sanitation and food delivery; security
- Facilities: Number of campers per tent; permanent structures; land ownership
- Programming: Schedules; curriculum; team competitions
- Staff: Teacher/student ratio
- Cost: tuition/scholarships; transportation

If Learning for Life assumed control of the program, the district would discontinue Camp Big Springs and Learning for Life would use the Big Springs facilities.

Provo School District Outdoor Education: Camp Big Springs Program

Chad Duncan introduced staff members Marilyn Huber, Bret MacCabe, Bill Sprunger, Marlin Palmer and Jared Ferguson

The presentation focused on the Big Springs program in the following areas:

- The history and tradition of Camp Big Springs
- STEM curriculum
- Research on outdoor adventure programs from John Hattie's *Visible Learning*
- What parents have to say about the Camp Big Springs program
- Goals for the future of the program
- The support and commitment of Provo City
- Partnerships
- Tuition/Sponsors/Funding

In response to questions from board members, the following additional information was given:

- Provo City's commitment has continued year after year and includes the space, checking water, installing a wash basin, building platforms, maintaining roads. The land is owned by Provo City.
- Public access - people sometimes walk through the camp area. There are trails that go around camp.

Signs are posted asking hikers to walk around camp. School Resource Officers have offered to have an overnight presence.

- There have not been any problems that would put students in jeopardy.
- Risk Management supports the program; Chad has asked them to come inspect the zip line, monkey ropes and trails.

The discussion will continue and district staff will seek board direction during the board's Jan. 30 retreat. Board members will submit any additional questions related to cost, etc. to Supt. Rittel prior to the retreat.

## F. Board Committee & 2015 Graduation Speaking Assignments

New assignments were made as follows:

### Board Leadership:

- Board President (Elected during business meeting): Julie Rash
- Vice President (Elected during business meeting): McKay Jensen

### Committee Assignments:

- Adult Education Advisory Board: Julie Rash
- USBA Legislative Representative (Elected) - Taz Murray (Regional) / McKay Jensen (Board) Julie Rash (Board Alternate)
- City PTA Representative - McKay Jensen / Michelle Kaufusi (Alternate)
- Utah High School Athletic Association Board of Trustees - (Elected) Michelle Kaufusi
- Mountainland Applied Technology College Board - McKay Jensen
- National Affiliate Advocacy Network - Michelle Kaufusi
- Provo School District Foundation - Shannon Poulsen/Taz Murray
- Provo Education Association/Provo Education Support Professionals Liaison Representatives - Marsha Judkins, Jim Pettersson
- Community Council Advisors - Marsha Judkins/Taz Murray/McKay Jensen/Julie Rash
- Technology/Data Advisory - McKay Jensen/Marsha Judkins
- Audit/Budget Committee - Shannon Poulsen, Jim Pettersson, Taz Murray
- Tax Education/RDA Advisement Committee - Jim Pettersson
- SLO Teacher Assistance Team - Marsha Judkins

### New Committees:

- Joint Educator Evaluation Committee - Taz Murray/Jim Pettersson
- Construction Committee - McKay Jensen as sitting member; other board members as relevant to project

### High School Graduation Speakers:

- Timpview High School, May 22, 7:00 p.m: Michelle Kaufusi
- Provo High School, May 26, 7:00 p.m: Marcia Judkins
- Adult Education, May 28, 7:00 p.m: Julie Rash
- Independence High School, May 28, 5:00 p.m: Jim Pettersson

## G. Policy Review

Policy 4178 Driver Education

Policy 7110 Citizen Advisory Committees and Task Forces

Policy 7120 School Support Organizations

Policy 7125 Use of District and School Names and Insignias

Policy 7129 Parent Participation and Home/School Communication

Staff will continue to take board feedback related to the accompanying procedure

No substantive changes were made to any policy; minor recommendations were made for clarity.

## H. Draft Agenda for Joint Board & Legislative Meeting Jan. 20

Suggested agenda items:

- Financial challenges
- State and District technology proposals - emphasis on technology as a teaching tool rather than the gadgets
- Transportation funding
- WPU funding
- Bond update - construction types
- How state school board is selected
- School counseling
- Competition between public and higher education
- Deregulation allowing for creativity

Board members will send additional agenda items to Business Administrator Stefanie Bryant.

## I. Consent Calendar Review & Questions

## K. Motion to Adjourn

Adjourned 6:57 p.m.

I move we adjourn the study session.

Motion by Taz Murray, second by McKay Jensen.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## **2. 7:00 p.m. Business Meeting**

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A. Welcome: President Michelle Kaufusi

C. Pledge of Allegiance: Darren Wages, Franklin Elementary 6<sup>th</sup> Grade Student

## D. Oath of Office for Elected Board Members and Election of Board Leadership

Business Administrator Stefanie Bryant read the legal requirements for new board members being sworn in. Board members Michelle Kaufusi, Shannon Poulsen, McKay Jensen and Taz Murray, all of whom were elected or re-elected in November, took the oath of office.

## E. Nomination for Board President

I nominate Julie Rash to serve as Provo City School District Board President from January 2015 through December 2016.

Motion by Michelle Kaufusi, second by Jim Pettersson.

Final Resolution: Motion Carries

I move the nominations for board president cease.

Motion by Jim Pettersson

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

Board President Julie Rash opened nominations for board vice president.

## F. Nomination for Board Vice President

I nominate McKay Jensen to serve as Provo City School District Board Vice President from January 2015 through December 2016.

Motion by Shannon Poulsen, second by Marsha Judkins.

Final Resolution: Motion Carries

I move the nominations for board vice president cease.

Motion by Shannon Poulsen

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## G. Opening Remarks: Member Michelle Kaufusi

# 3. Community Connections

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## A. Employee Recognition: Provo Way Award Recipients

Communications & PR Coordinator Caleb Price presented the following Provo Way Award recipients:

- Vicky Quinn, Third Grade Teacher, Edgemont Elementary
- Kristi Johnson, Special Education Teacher, Timpview High School
- Rebecca Voeller, Benefits Coordinator, District Office
- Tanner Tobiasson, District Office Tech Support

- Christine Durst, District Library/Media Specialist
- Michael Jeppesen, Sixth Grade Teacher, Amelia Earhart Elementary
- Jeanne Pratt, Head Custodian, Wasatch Elementary

## B. Public Input

There was no public input.

# 4. Business Items

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## A. Approve Policy 4128 Driver Education

"I move that we approve new policy 4178 Driver Education."

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## B. Approve Policy 7110 Citizen Advisory Committees and Task Forces

"I move that we approve new policy 7110 Citizen Advisory Committees and Task Forces."

Motion by Marsha Judkins, second by Michelle Kaufusi.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## C. Approve Policy 7120 School Support Organizations

"I move that we approve new policy 7120 School Support Organizations."

Motion by Michelle Kaufusi, second by McKay Jensen.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## D. Approve Policy 7125 Use of School District Names and Insignias

"I move that we approve new policy 7125 Use of School District Names and Insignias."

Motion by Marsha Judkins, second by McKay Jensen.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## E. Approve Policy 7129 Parent Participation and Home/School Communication

"I move that we approve revised policy 7129 Parent Participation and Home/School Communication."

Motion by Shannon Poulsen, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

**F.** APPROVE A RESOLUTION OF THE BOARD OF EDUCATION OF PROVO CITY SCHOOL DISTRICT, UTAH AUTHORIZING THE ISSUANCE AND SALE BY THE BOARD OF NOT MORE THAN \$60,000,000 AGGREGATE PRINCIPAL AMOUNT OF ITS GENERAL OBLIGATION BONDS (UTAH SCHOOL BOND GUARANTY PROGRAM), SERIES 2015.

I move we approve the Bond Parameters Resolution for the Provo City School District issuance of Series 2015 bonds.

Motion by Michelle Kaufusi, second by Taz Murray.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## **5. Consent Calendar**

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### **A. Board Minutes as Part of the Consent Calendar**

Resolution: I move we approve the board minutes as part of the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

### **B. December 9 Study Session & Business Meeting**

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

### **C. Personnel Report as Part of the Consent Calendar**

Resolution: I move we approve the personnel report as part of the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

### **D. Home School/School Choice/eSchool Report as Part of the Consent**

## Calendar

Resolution: I move we approve the home school and school choice reports as part of the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## E. Financial Reports as Part of the Consent Calendar

Resolution: I move we approve the financial reports as part of the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## F. Approve the Consent Calendar

Resolution: I move we approve the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon Poulsen

## 6. Board Member Reports

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### A. Member McKay Jensen

Member McKay Jensen reported on his assignment as a member of the board of Mountainland Applied Technology College. As an MATC board member he assisted in starting a computer coding program.

## 7. Superintendent's Report

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## 8. Adjourn

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### A. Motion to Adjourn

I move we adjourn the business meeting.

Motion by Marsha Judkins, second by Taz Murray.

Final Resolution: Motion Carries

Aye: Michelle Kaufusi, Julie Rash, McKay Jensen, Marsha Judkins, Taz Murray, Jim Pettersson, Shannon

Poulsen

The Business Meeting was adjourned at 7:38 p.m.