

**Park City School District
August 18, 2015
Regular Session 4:00 PM**

Members present

Tania Knauer, Nancy Garrison, Philip Kaplan, JJ Ehlers and Julie Eihausen

Staff Present:

Ember Conley, Todd Hauber, and Lorie Pearce

Call to Order

Board President Knauer called the meeting to order at 4:01 PM. Member Eihausen led the pledge of allegiance.

Consent Calendar

Member Garrison made a motion to approve the Consent Calendar as read noting the change to the Closed Minutes of August 2, 2015. Member Eihausen seconded the motion. Motion passed unanimously noting the absence of Member Ehlers. Member Kaplan is abstaining from voting on any items that took place before July 1, 2015.

- A. Closed Minutes of June 16, June 24, August 5, and August 11, 2015
- B. Regular Session Minutes of June 16, 2015
- C. Special Regular Session Minutes of June 24, August 5, and August 11, 2015
- D. Account Payable Registers of June 15, June 23, July 2, July 8, July 9, July 16, July 20, July 22, July 27, August 3, August 5 and August 10, 2015
- E. Personnel

Recommendations to Hire

LICENSED

| <u>Name</u> | <u>Location</u> | <u>Position</u> | <u>FTE</u> |
|---------------|-----------------|-----------------------|------------|
| Heidi Stanger | MPES | Library/Media Teacher | Full-time |

CLASSIFIED

| <u>Name</u> | <u>Location</u> | <u>Position</u> | <u>FTE</u> |
|-----------------|-----------------|----------------------------------------------|------------|
| Sheila Kirst | PPES | Inst. Asst. I | Part-time |
| Charlie Haer | PCLC | Inst. Asst. II Special Ed. | Part-time |
| Ashley French | PCHS | Inst. Asst. II – Spec. Ed. | Part-time |
| Pepper Elliot | JRES | Inst. Asst. I | Part-time |
| Paula Trodahl | JRES Comm. Ed. | After School Coord. Inst. Asst. II Kinder | Part-time |
| Martha Johnson | TMJH | Inst. Asst. II – ELL | Part-time |
| Allyson McGuire | TSES | Inst. Asst. I | Part-time |

Reports

Georgetown University Energy Prize

Mary Christa Smith, Summit County Power Works (SCPW) Project Manager, presented information from Summit County Works, the Georgetown Energy Prize competition, and the involvement of Park City School District and the potential future involvement. Those involved include all schools within the county, public, private

and charter. All residential gas and electric meters in Summit County, and all government buildings and infrastructure, not including resorts, stores, and restaurants. Rocky Mountain Powers has funded a project manger for this project.

In Park City, we consume four times as much energy as elsewhere. What are the benefits for taking advantage of the project manager? Save PSSC money in maintenance and operational costs. Align with the goals of sustainability in the community. Showcase PCSD as the national leader in energy efficiency-local and national acclaim. She is asking the Board to consider energy efficiency as they move forward with the bond. Encourages the Board to use the project manager to see where savings can be gained. His role is to help PCSD take advantage of incentives and rebates offered through Rocky Mountain Power's Watt Smart Program. The competition ends December 31, 2016.

Member Ehlers arrived at 4:08 pm.

Discussion

Insurance Committee By-law's Review

The Board has taken some time and reviewed the Insurance Committee by-laws and they are now asking some clarification questions of Todd. Todd Hauber explained that the committee was under the impression that the group was given the task to develop guidelines/by-laws as a guide to how to govern their committee. The committee feels that if they need to make amendments, the Board will be informed.

Board Governance Items

Member Garrison addressed the following items:

Materials for Board meetings have not been submitted in timely manner, and what happens if materials are not submitted on time, should they be pulled from the agenda? Member Eihausen feels that we need to define what constitutes an exception. This information can be placed in the Board Handbook. Member Garrison will create this language for the handbook.

Committee Assignment: Member Knauer reviewed committee assignments with the Board and will make the necessary changes.

Board Handbook: Member Ehlers is working on the Board Handbook and she will give another update in November.

Policy Committee: Member Eihausen explained the review of policies and the process.

Member Garrison gave an update of the delegate conference last week that she and Member Knauer attended.

Travel Request

Drama Teacher, JaNae Cottam, is asking permission to travel to Cedar City, Utah to attend the Shakespeare Competition on September 30-October 3, 2015.

Decision

Authorization to Procure a Construction Manager

Member Ehlers made a motion to authorize district administration to procure a construction management firm to oversee design and construction of recently approved capital projects.

Member Garrison seconded the motion.

Member Garrison made a substitute motion to delay this decision to a later date. Member Ehlers seconded the motion.

Todd Hauber shared the pros and cons on this decision. This shrinks the timeline to get the professional hired. This timeline is already tight and waiting for the next Board meeting will delay the process another two weeks. The role of this firm is to represent the district interests with the architect and design team. They represent the district to make sure that our desires are met.

Member Garrison withdrew her substitute motion. Member Ehlers withdrew her second. Motion passed unanimously.

Authorization to Hire a Communications Specialist

Superintendent Conley is making the recommendation to hire a communications' specialist for the district. Duties will include, but not limited to, public relations as related to the bond, regular social media updates, web-site updates, and media contacts. She has recommending that the district have someone internal for this position.

Member Eihausen asked about the budget for this position. Superintendent Conley suggested that this would not increase our budget due to changes that can be made. Member Kaplan is concerned about the skill level that this person would have to have and asks if perhaps it would be better to hire someone on a temporary basis to begin with.

Member Ehlers made a motion to authorize district administration to hire a communications specialist to prepare and coordinate district public relations and communication strategies. Member Eihausen seconded the motion. Motion passed unanimously.

Re-confirmation to Procure Architects and Contractors

Member Ehlers made a motion to confirm the district's authority to hire the architects and contractors for the projects that were prioritized in the August 11, 2015 Board Meeting. Member Kaplan seconded the motion. Motion passed unanimously.

Discussion: Todd Hauber explained the methods for hiring architects and contractors, and the different options. The first option is to go ahead with a single firm to do all of the projects. The second option is to take each project and bid them independently. The third option is to qualify the architect and engineering firms. We would be looking at firms that specialize in schools.

Public Comments

Chuck Klingenstein- Master Plan and Bond - Key Issues - He believes we should take a time out from this bond issue and have community discussions. The district has prided themselves on the openness and transparency of this project, but what he criticizes is the outreach. You have not had an adequate outreach process. If we are not ready we should not be making these decision. This is too much too soon. Take the time you need to set a thoughtful course.

Member Ehlers made a motion to move Proper Communications during a bond election next on the agenda. Member Eihausen seconded the motion. Motion passed unanimously.

Proper Communications During A Bond Election

PCSD Business Administrator guided the Board in proper, legal communication during a bond campaign. Todd presented a list of dos and don'ts during the bond campaign. Board Members cannot tell voters how to vote, and they cannot utilize district resources (such as telephones, property, paper, etc.) to promote a yes vote for the election.

Member Ehlers made motion to move back into public comment. Member Kaplan seconded the motion. Motion passed unanimously.

Public Comments

Ali Ziesler - She is against the master plan for three reasons. 1 - Presents a lifestyle burden on those living in Park City proper. 2 - Does not appear to be setting up the district for student population sustainability and 3 - Presents a tax burden to those living in the basin because Basin Rec will be bonding for a field house so those residents will be taxed twice.

Adoption of Bond Resolution

Member Ehlers made a motion to adopt Resolution 2015-01: A resolution providing for a special bond election to be held on November 3, 2015, for the purpose of submitting to the qualified electors of the Park City School District, Utah (the “District”), a proposition regarding the issuance of not to exceed \$56,000,000 of general obligation bonds to finance the acquisition of land; acquire, construct, furnish and equip a high school grade expansion and gym remodel, a new 5th/6th grade elementary school. McPolin school student safety improvements, athletic facilities improvements; and all related improvements (the “project); providing for the publication of a notice of public hearing; approving the form of and directing the publication of a notice of election and the ballot propositions; directing a commitment toward community partnerships to explore transportation solutions for student safety; and related matters. Member Kaplan seconded the motion. Motion passed unanimously.

Discussion: Todd Hauber, Business Administrator, explained the resolution and answered questions from Board Members. Randy Larsen, Bond Counsel, joined the meeting to explain the bond process. A Public Hearing will be held on September 22, 2015 to discuss the bond and election process and then on October 20, 2015 another public meeting for people to discuss transparencies in the bonding act.

Committee Design

In planning for next steps, Superintendent Conley is recommending that the following committees to be formed:

McPolin Committee - Nancy Garrison
Elementary Committee - boundaries-JJ Ehlers
5-8 School Campus Committee - Phil
PCHS Expansion - Julie Eihausen
Athletics Committee - Tania Knauer
School Start Times - Julie Eihausen

These committees, shall include at least one PCSD Governing Board Member, PCSD District Office and/ or Site Administrator, one certified staff, one classified staff (when schedule permits), parent/ community member, and student representative.

These committees shall have a chair and secretary. Agenda and minutes will be available and posted on the PCSD Website. The chair or attending governing board member shall give regular updates to the PCSD Governing Board during regular session meetings.

The current Master Planning Steering Committee will stay intact, but will not have regular meetings until future needs arise. Former Board President Moe Hickey has agreed to be the chair for the Citizens Bond Committee.

Member Ehlers made a motion to adopt the committee design teams as recommended by the Superintendent. Member Garrison seconded the motion. Motion passed unanimously.

Communications Summary

The Board reviewed their document that will be used as they present information on the bond. Member Kaplan will make the suggested changes and then present the final document to the Board.

Policies for Discussion

Policy 7100 Professional Staff Transfers

The Board reviewed Policy 7100 Staff Transfers. This policy will be brought back for posting.

Policies for Adoption

Policy 2030 Board Policy Development

Policy 2030 has been posted for the required 20 days, and it is now before the Board for adoption.

Member Ehlers made a motion to adopt Policy 2030 Board Policy. Member Eihausen seconded the motion. Member Garrison is not comfortable with some of the wording in this policy, so it will go back for review. Member Eihausen will make those revisions, and bring back to the Board at the next meeting. Member Ehlers withdraws her motion. Member Eihausen accepts the withdraw of motion.

Policy 9085 Student Education Plan

Policy 9085 has been posted for the required 20 days, and it is now before the Board for adoption.

Member Ehlers made a motion to adopt Policy 9085 Student Education Plan. Member Garrison seconded the motion. Motion passed unanimously.

Member Ehlers made a motion to adjourn to Closed Session on September 8, 2015 at 8:30 am Work Session at 9:00 am. Member Eihausen seconded the motion. Motion passed unanimously.

Adjourn

Meeting adjourned at 8:15 pm

Tania Knauer, President

JJ Ehlers, Member

Philip Kaplan, Member

Nancy Garrison, Member

Julie Eihausen, Member

Todd Hauber, Business Administrator