

DRAFT UNTIL APPROVED

Executive Session, Study Session & Business Meeting (Tuesday, November 10, 2015)

Generated by Shelley R Shelton on Wednesday, November 11, 2015

Members present

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

Staff members present

Keith C. Rittel, Superintendent; Gary Wilson, Assistant Superintendent; Jason Cox, Executive Director of Human Resources; Stefanie Bryant, Business Administrator; Shelley Shelton, Executive Assistant

Guests

Derek Whetten and Derek Marshall

Meeting called to order at 4:07 PM

1. 4:00 - 6:00 Executive Session for the purpose of discussing real estate. Utah Code 52.4.205

3. 6:00 - 7:00 p.m. Study Session

Called to order at 6:12 p.m.

Members present

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

Staff Members present

Keith C. Rittel, Superintendent; Gary Wilson, Assistant Superintendent; Jason Cox, Executive Director of Human Resources; Stefanie Bryant, Business Administrator; Shelley Shelton, Executive Assistant; Anne-Marie Harrison, Executive Director of Teaching & Learning; Alex Judd, Executive Director of Teaching & Learning; Mark Wheeler, Facilities Director; Morgan Anderson, Director of Special Education; Darin Loertscher & Jace Brown, Tech Support

Guests

Debbie Larson & Lisa Pulver, Education Support Professionals; Christy Giblon & Kathy Giles, PEA; Karen Brown, Provo High Principal; Kari Parent, Dixon Middle School; Brian Parker, Skyler Rubel and Scott, MHTN Architects

A. Welcome: President Julie Rash

B. Roll Call

C. Construction Update: Facilities Director Mark Wheeler

Construction Update: Mark Wheeler, Facilities Director

Major projects

- Rock Canyon and Sunset View are proceeding well. Westland is coordinating well with neighborhoods. There is significant progress with the masonry phase - some crews on working on Saturdays and extra hours during the week.
- Core construction meetings are held every two weeks.
- Sunset View continues to be a bright spot with the schedule & budget.
- Still looking at options for PHS to make best financially sound decision.
- Last week a PHS summary meeting was held at Provo High with the Facilities Advisory Committee, the Bond Citizens Committee, PHS faculty & staff. The presentation was well received. About 40 people attended.
- Architect was selected for Edgemont & Provost: MHTN. They will present a concept that will best fit the Provost site. Sen. Hatch is working on the prospect of the north park property exception.

Small projects:

- New sound systems have been installed at CMS and Westridge.
- Franklin - completed classroom carpet replacement in every classroom.
- Dixon - countertops were replaced
- Centennial - new countertops in nurses office.
- THS - ADA routes: door hardware, signage, other ADA requirements. That project is about 75% completed.
- Wasatch - working on a drainage system, fencing between school and Oakridge.

D. Architect Fee for Edgemont and Provost Elementary Schools: Business Administrator Stefanie Bryant

A Statement of Interest & Qualifications (SOIQ) was posted on the district website to obtain architect statements of qualification. Seven architect firms submitted statements of qualifications; a committee including school administration, district administration, facilities staff, and two board members was formed to review the architect submissions. The committee narrowed the field to 3 architects to interview. Each architect firm was provided the criteria for the selection process, and a scoring matrix was used to determine the best qualified candidate. MHTN Architects was chosen, and a 3% fee was negotiated.

It was noted that MHTN also did the THS track & field upgrade.

E. Policy Review: Superintendent Rittel

Policy 5201 Drug-Free Workplace

The policy reiterates the responsibility the district has to maintain public trust and confidence by providing a safe school environment for students and citizens and a safe work place for employees. The district is committed to provide a drug-free, tobacco/smoke-free, and alcohol-free workplace. Employees of Provo City School District are expected to follow the federal, state, and local laws regarding use, distribution, manufacturing, and/or possession of alcohol, drugs, and tobacco. Depending on the severity of the infraction, violation of this policy may result in discipline, up to and including termination.

Policy 5210 Re-employment of Utah State Retirement (URS) Retirees

The policy lays out when someone is retired, what the district can/can not do regarding re-hiring within 60 days from the retirement date. The policy follows current URS policy and would be subject to URS policy changes.

F. Consent Calendar Review & Questions: President Julie Rash

There were no questions or concerns.

G. Upcoming Google Calendar Items: President Julie Rash

The following items will be added to the Board's Google Calendar:

- Exec Session: Nov. 24, 4:00 - 5:30 p.m.
- Amelia Earhart Elementary Read-a-thon Dec. 4, 8:30 a.m.

H. Motion to Adjourn

I move we adjourn the study session.

Motion by Michelle Kaufusi, second by Marsha Judkins.

Final Resolution: Motion Carries

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

The Study Session was adjourned at 6:47 p.m.

4. 7:00 p.m. Business Meeting

Called to order at 7:02 p.m.

A. Welcome: President Julie Rash

President Julie Rash recognized all PSD employees in attendance.

B. Roll Call

C. Opening Remarks: Member Jim Pettersson

D. Pledge of Allegiance: Nathan Lockhart, Third Grade e-School Student

5. Community Connections

A. Employee Recognition: Provo Way Award Recipients

Alex Judd presented the following award recipients:

Lani Quisenberry, Principal, Independence High School

Kyle Bates, Asst. Principal, Centennial Middle School

Todd Smith, Teacher, Provo High School

Emmanuel Morales Lares, Parent, Franklin Elementary School

Tracy Beard, Head Custodian, Provost Elementary School
Dave Op'thof, Intervention Teacher, Tech Support, Spring Creek Elementary School
Bryce Porter, Technology Specialist, Rock Canyon Elementary School
Geovanni Guzman, Principal, Provo Peaks Elementary School
Vicky Quinn, Teacher, Edgemont Elementary School

B. Employee Recognition: Sadie Cox & OS1 Team

Presented by Jeff Hawkins, Custodial Services Coordinator

Sunset View Elementary recently participated in an audit of the (OS1) cleaning program. (OS1) is a scientifically validated, standardized cleaning program that we adopted in 2010 and we currently utilize in 10 of our schools. This program focuses on cleaning for health, worker safety and in using environmentally friendly products.

Head Custodian Sadie Cox and her team recently received a quality score of 86 on their cleaning audit which consists of over 1,249 checkpoints. Because of this high achieving score, Sunset View Elementary was nominated to participate in the National Cleaning Awards Ceremony in Louisville, Kentucky. Just to put this in perspective, they were competing against national organizations such as the University of Michigan, University of Texas and government agencies such as the FBI Training Academy in Quantico, Virginia and the United States Postal Services, just to name a few.

At the awards ceremony, Sunset View Elementary was presented with the Green Certified Program award. Sadie and her team were also nominated for Outstanding Cleaning Worker Medals. Sadie received her medal at the awards ceremony. Mr. Hawkins presented the medals to team members Brittany Rieske, Carter Sites, Jordan Jones and Sammy Coates.

C. Recognition: Nov. 18 National Education Support Professionals Day

D. School Report: e-School; Megan Dunnigan, Coordinator

The Board has developed a schedule for school/program reports in public board meetings. The Board believes that such school reports help the board and public to better understand what is going on in Provo City Schools, and allows the individual schools to show the evidence of their work.

Beginning in the 2012-2013 school year, the Board accepted a new format for school reports in public board meetings. The new format includes

- Demographic information about the school
- Student assessment data
- Challenges the school faces and how the challenges are being addressed
- Points of pride
- The opportunity for questions from the board.

Ms. Dunnigan shared the following information with the board:

Brief History of e-School

- 2009: Provo eSchool created
- 2009-2011: made available to homebound students
- 2011-present: open enrollment to students in Utah

eSchool Structure and Staff

- Assistant Superintendent
- Principal
- Coordinator
- Teachers (4)
 - Aides (3)
- Counselor
- Registrar
- Mentors (2)

Our Students

- Male: 1450
- Female: 1380
- Part-time: 174
- Full-time: 2664
- Student Increase from last year: 223
- Enrollment by Grade:
 - K: 241
 - 1: 232
 - 2: 295
 - 3: 287
 - 4: 306
 - 5: 293
 - 6: 244
 - 7: 226
 - 8: 187
 - 9: 160
 - 10:137
 - 11:131
 - 12: 91

Student Enrollment Growth

Partnerships - Curriculum providers

- My Tech High (MTH)
 - Partnership began in 2012
 - K-12th grade students
 - Focus on innovation and technology, even for young students
 - Student enrollment: 1939
- Harmony
 - Partnership began in 2013
 - K-8th grade students
 - Focus on curriculum options to meet student needs
 - Student enrollment: 573

Special Education / 504 Plans

- Students with active IEPs: 84
- SpEd staff includes two teachers and two aides
- Some services offered virtually
- Students with 504 plans: 9

Graduation Rates

- 2103-2014
 - 7 graduates, 8 certificates of completion
 - 23% graduated
- 2014-2015

- 19 graduates, 39 certificates of completion
- 46% graduated

SAGE Testing

- About 80% of students opt-out, generally the highest performing students

Comparisons of fifteen similar schools in Utah

- Ranked 5th in Science proficiency
- Ranked 3rd in Language Arts proficiency
- Ranked 6th in Math proficiency

Successes

- Accreditation
- New credit recovery program
- Student enrollment growth
- Virtual special education services
- Field trips
- College scholarships
- College applications
- New curriculum grades 9-12
- NCAA approved courses

2015-2016 Goals and Plans

- Increase graduation rates
- Increase data collection
- Formed community council, who will determine the use of Trustlands money
- Attracting "the right" students

In response to questions from board members, Ms. Dunnigan shared the following additional information:

- eSchool receives per capita of funding like any other school.
- Megan will coordinate with Katie Weight about the community council meeting schedule.
- As in any high school setting, the counselor works with students to ensure they have the number of required credits for graduation.

E. Public Input

Megan Lockhart - 844 E Center St. Springville, expressed gratitude for the e-School program and teachers and for the benefit it has been to her third grade son.

6. Business Items

A. Approve Architect and Architect Fees for Edgemont and Provost Rebuilds

I move we approve MHTN Architects as the selected architect for the Provost and Edgemont rebuilds, with a negotiated fee of 3%.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

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

B. Approve Policy 5201 Drug-Free Workplace

"I move that we approve new policy 5201 Drug-Free Workplace."

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

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

C. Approve Policy 5210 Re-employment of Utah Retirement System (URS) Retirees

"I move that we approve new policy 5210 Re-employment of Utah Retirement System (URS) Retirees."

Motion by McKay Jensen, second by Shannon Poulsen.

Final Resolution: Motion Carries

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

7. Consent Calendar

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

B. Oct. 13 Study Session & Business Meeting

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

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

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

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

8. Board Member Reports

A. Member Taz Murray

Member Murray shared recollections of three of his father's friends, all of whom died while serving their country in Korea. He expressed appreciation for each of the men and for all veterans who serve and sacrifice

to protect our freedom.

9. Superintendent's Report

A. Approved Student Travel

Approved four in-state travel requests.

Thanked the district employees and board for the work done for all Provo City School District students.

10. Adjourn

A. Motion to Adjourn

I move we adjourn the business meeting.

Motion by Marsha Judkins, second by Taz Murray.

Final Resolution: Motion Carries

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

The business meeting was adjourned 8:01 p.m.