

DRAFT UNTIL APPROVED

Study Session & Business Meeting (Tuesday, January 12, 2016)

Generated by Shelley R Shelton on Wednesday, January 13, 2016

Members present

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

Staff members present

Keith Rittel, Superintendent; Gary Wilson, Asst. Superintendent; Stefanie Bryant, Business Administrator; Jason Cox, Exec. Director of HR; Alex Judd, Exec. Director of Elementary Education; Gary Wall, interim Executive Director of Teaching & Learning, Shelley Shelton, Executive Assistant; Caleb Price, Communications & PR Coordinator; Mark Wheeler, Facilities Director; Josh Espinoza, Tech Support; Chad Duncan, Technology Director

Guests present

Karen Brown, Provo High Principal; Mitch Swenson, Facilities Building Principal; Barbara Christiansen, *Daily Herald*; Kathy Giles, Christy Giblon, PEA; Lisa Pulver, Jean Jones, Education Support Professionals; Charity Williams, After School Programs Liz Morgan, FFKR Architects; Lorien Francis, Provo High

Meeting called to order at 3:02 PM

1. 3:00 - 4:45 p.m. Executive Session for the purpose of discussing real estate. Utah Code 52.4.205

2. 3:45 - 7:00 p.m. Study Session

A. Welcome: President Julie Rash

B. Roll Call

C. Scope of PHS Project: Stefanie Bryant, Business Administrator

The Board discussed the following:

1. What budget ceiling?

- Full budget: \$70M: \$179/sf: (building space only); w/fields, furniture, fixtures & equipment (FFE), etc. \$195/sf
- Budget with potential additions listed below: \$72.3M

2. What square footage is needed?

Mark: 325,000 is too low for PHS.

- Increasing from 325,000 square feet to 365,000 square feet, including:
 - 5000 sf - running track and storage/batting cages underneath - \$750,000
 - 8500 sf - 3rd auxiliary gym, 2nd dance room - \$1.52M
 - Can look at an alternate bid including the 3rd auxiliary gym
 - 2000 sf (approx.) - Greenhouse - Mark will double check square footage
 - 350 sf - drama room \$63,000
 - Use standard stage system: standard equipment main stage is \$300K savings over full fly loft system

- a. Consider future needs and growth
- b. Comparatives - state guidelines, other high schools
 - i. Mark shared a comparison with the new Skyridge High School in Alpine School District.
3. What do we want included in the rebuild?
 - a. All fields
 - b. Defer cost of all or some fields
 - c. Other items included or removed from adjusted concept plan
 - Design multi-use/shared space
 - Chad will study the total cost of wireless mobile computer carts for multi/shared use, i.e, career center, testing, writing labs. Mark will work with Chad and electrical engineers.
 - The 900-seat auditorium will not be enlarged to accommodate community events as suggested by a patron.
 - The presentation room will double as a hosting room.
4. Things to consider
 - a. The sale of the property may dictate how long the current football field can be used
 - b. Budget beyond the bond amount of \$55.5 million will come from:
 - i. Sale Proceeds – Net is estimated at \$17.5 million (current offer)
 - ii. Fund Balances - unless sale proceeds are significantly higher
 - iii. Defer other capital needs temporarily
 - c. Additional costs District must consider related to PHS
 - i. 3 new buses will be needed once construction is complete (currently 1 bus costs approx. \$140,000)
 - ii. District will now need to find some land for a future west side elementary due to west side development – est. cost \$1.2 million.

The board agreed to the additional increase in square footage/budget template as discussed above. Mark was authorized to give FFKR the go-ahead to move forward in order to get estimates by the end of March/mid April on at least 60% complete plans. Mark would come back to the board to discuss the progress at that point and receive any further board direction.

D. Construction Update/City Retention Pond Request: Mark Wheeler, Facilities Director

Provost and Edgemont public information nights will be added to Board Google calendar:

- Wednesday, Jan. 27 at Provost (time TBD)
- Thursday, Jan. 28 at Edgemont (time TBD)
- Wednesday, Feb 24 at Provost (time TBD)
- Thursday, Feb 25 at Edgemont (time TBD)

Architects and engineers are moving forward on both projects. Mark and Stefanie met with both principals last week. Site concept issues are still being worked out for both sites.

Recent projects:

Installing boiler system at Oakridge 2-sectional
 Servicing both boilers at Centennial
 New countertops/ADA improvement in foods rooms
 Dixon: more efficient water line system
 PDC: new carpet

Recently Provo City Public Works Director approached Mark with a request to build a storm retention pond (for storm drainage capacity improvement) on district property (Wasatch) on the softball field area. The board reviewed a concept from the City; Mark shared the details regarding the impact on Wasatch property and the district administration recommendation. Mark doesn't recommend the project for safety reasons and the impact on future Wasatch construction on an already very tight site. Following further investigation, Mark may again present to the board for a vote in February.

E. Slate Canyon Parcels: Stefanie Bryant, Business Administrator

The District currently owns four small parcels of land, total of 0.63 acre, adjacent to Spring Creek Elementary which are not being utilized.

The old state prison adjacent to Spring Creek has been sold to developer DR Horton and they have approached Business Administrator Stefanie Bryant and Facilities Director Mark Wheeler to ask if the Board would be interested in selling the three small parcels as part of their development plans. The approximate FMV per acre for the existing land is \$74,500 - .63 acres would be approximately \$47,000.

DR Horton representatives were in attendance to answer questions from board members:

- There will be 140 two-story and three-story, 2/3 bedroom townhomes. They will be restricted by city building height requirements. A three-story house would be 35 ft. high at most; all buildings offset from property lines by 20 ft.
- Charity Williams: the one piece of property with the gate is the only other access point where students can exit school grounds in an emergency.
 - Horton would accommodate and provide a new exit location.
- There not be any sort of clubhouse, but community parks/green space are included in the plan.
- Board direction: Mark and Stefanie should look into it. Stefanie and Mark will work with DR Horton to get more information for possible board action to surplus property in Feb.
- Mark: New options for a transportation site will be presented to the board in Feb.

F. Provo High CM/GC Selection: Stefanie Bryant, Business Administrator

State law and district policy requires the board approve Construction Manager/General Contractor (CM/GC) fees related to construction projects.

The CM/GC contract for the rebuild of Provo High School has been re-bid due to the change in scope in the project after the site change. Per state law, the District was required to notify only the contractors that submitted proposals the first time.

Five statements of qualifications were received; a committee of 5 members was formed to review the architect submissions. The committee narrowed the field to 3 contractors to interview: Hogan, Hughes and Westland. Those three contractors provided cost proposals as per the RFP. Each contractor was provided the criteria for the selection process, based primarily on qualifications and the best qualified candidate was selected. Westland Construction has been awarded the contract.

The board will approve the selection during the business meeting.

G. e-School Trustlands Plan: Alex Judd, Exec. Director Elementary Ed.

In order to disburse Trustland funding, e-School had to elect a community council and present a plan for disbursement of funds for board approval. The funds would be used to provide more frequent one-on-one service to special needs e-School students. The State has approved the plan.

The board will approve the plan during the business meeting.

H. Policy Review

Policy 4485 Academic Integrity - The policy deals with plagiarism and other forms of cheating. Detailed draft procedures will be approved by council following board approval of the policy. Procedures will include consequences for any form of a lack of academic integrity, and will serve as a foundation for schools as they write student handbooks.

Policy 6607 Inclement Weather - The policy and procedure outline the process used for decision-making

related to late starts, etc., for snow days. A draft procedure was included for board review. The main feature in the policy is that the decision will be the superintendent's.

I. Consent Calendar Review & Questions

There were no questions/concerns.

J. Upcoming Google Calendar Items

Provost/Edgemont public information nights will be added.
McKay Jensen will speak at the Adult Ed. graduation on Jan. 15.

K. Motion to Adjourn

I move we adjourn the study session.

Motion by Jim Pettersson, second by McKay Jensen.

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 6:45 p.m.

3. 7:00 p.m. Business Meeting

A. Welcome: President Julie Rash

B. Roll Call

C. Opening Remarks: Member Michelle Kaufusi

D. Pledge of Allegiance: Dr. Gary Wall, Interim Exec. Director of Teaching & Learning

4. Community Connections

A. Employee Recognition: Provo Way Award Recipients

Charity Williams presented the following individuals as recipients of the Provo Way Award:

Megan Westbrook
Canyon Crest Elementary Teacher

Breanne Hardy
Edgemont Elementary School Teacher

Pamela Catrambone
Bus Driver

Carl Davis
Lakeview Elementary Facilitator

Kimberly Martinez
Spring Creek Extended Learning Coordinator

Joy Stoddard
District Special Education Compliance Manager

Gary Wilson
Assistant Superintendent

JD Mulder
Provo High School Tracker

Jeanne Pratt
Wasatch Elementary Janitor

Hannah Sybrowsky
Timpview High School Student

B. School Report: Adult Education; Anita Craven, Coordinator

Teresa Tavares shared the following with the board:

School Mission Statement
School History
Organizational Chart
2014-2015 Statistics
Enrollment 1146 (16 and older)
Demographics 2014-2015
Student Achievement Data Trend: Enrollees, Credit, Level Gains
Program Highlights
Points of Pride
Challenges
Goals and Plans

Teresa shared her story of going through the Adult Ed program to learn English at Provo High shortly after moving to Utah from Mexico. The program allowed her to reach her goal of being able to read to her three children. She currently teaches ESOL classes at Adult Ed.

In response to questions from the board, Adult Ed Coordinator Anita Craven shared the following additional information:

- In 2014 the GED test became more analytical, making it more difficult to pass and resulting in a drop in the number of awarded GEDs.

President Julie Rash commented that during her visits to Adult Ed. she noted the level of collaboration is very impressive; she witnessed a room full of people invested in the progress of students.

C. Public Input

Trina Harding: GT/PUPS Programs
3876 N 200 E
Provo, 84604

Ms. Harding thanked the board for the PUPS and CAS programs. Her senior-age son was in the first CAS class. CAS kept him in school during a very difficult time. He's now a National Merit Scholar finalist. Having PUPS at

Provo High provided an opportunity to bridge the east/west divide the city struggles with; for that reason she's concerned about moving the program to the middle schools. Both of her sons choiced into Provo High from THS. She urged the board to make sure there are enough teachers to staff the program at both schools.

5. Business Items

A. Approve Policy 4485 Academic Integrity

I move we approve Policy 4485 Academic Integrity.

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. Approve Policy 6607 Inclement Weather

I move we approve Policy 6607 Inclement Weather.

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

C. Approve CM/CG for Rebuild of PHS

I move we approve Westland Construction as the CM/GC for the rebuild of Provo High School.

Motion by Shannon Poulsen, second by Jim Pettersson.

Final Resolution: Motion Carries

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

D. Board Action: State code 53A-18-102 Pertaining to PHS Rebuild

I move we approve the addition of the Provo High School rebuild project at the West side site to the bond finance plan in accordance with state code 53A-18-102.

Motion by Marsha Judkins, second by McKay Jensen.

Final Resolution: Motion Carries

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

E. Approve e-School Trustlands Plan

I move we approve the 2015-2016 eSchool Trustlands plan as outlined.

Motion by Jim Pettersson, second by McKay Jensen.

Final Resolution: Motion Carries

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

6. 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.

Motion by McKay Jensen, second by Marsha Judkins

Final Resolution: Motion Carries

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

B. Dec. 8 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.

Motion by McKay Jensen, 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.

Motion by McKay Jensen, 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.

Motion by McKay Jensen, 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.

Motion by McKay Jensen, second by Marsha Judkins

Final Resolution: Motion Carries

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

7. Board Member Reports

A. Vice President McKay Jensen

McKay suggested those in attendance might look for Senate Bill 222 during the upcoming legislative session. The bill is sponsored by Rep. Gibson/Sen. Stephenson for \$100M. \$30M would be allocated for start-up funding; \$70M ongoing funding for a statewide technology initiative.

8. Superintendent's Report

A. Approved Student Travel

- Approved two of the three in-state trips submitted; approval is being withheld for the THS girls Lacrosse team trip. Lacrosse is at this time not a Utah High School Activities Assoc. sanctioned sport and would therefore not have UHSAA insurance. Supt. Rittel is working with THS principal Todd McKee and State Risk Management on the insurance issue. Board Member Michelle Kaufusi, a UHSAA Board of Trustees member, indicated UHSAA is seriously considering including lacrosse since it's one of the most widely played sports in Utah. Rugby is also being considered.
- Ainsley Rose with Visible Learning will be in the district next Tuesday to meet with administrators. Board members were invited to attend a meeting with him; Supt. Rittel will provide available times if requested.

9. 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 at 8:04 p.m.