

**Park City School District**  
**February 9, 2016**  
**Work Session 9:00 AM**

**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 9:16 AM. Member Ehlers led the pledge of allegiance.

**Reports**

Whole Child Report

**After School Program**

John Hall, After School Program Director, gave a brief highlight of the After School Program. The mission of this program is to build civic capacity in our community by empowering both children and families and collectively addressing issues impacting student achievement. Areas of focus include:  
Academic Readiness - Focus is to prepare all students for learning at high levels of rigor and understanding.

Growth Mindset - Focus to help students learn and believe that abilities and capacities can be developed.

Sense of Community - Focus is to help students and parents develop a sense of belonging in our community and empower parents so that they can be an integral part of their children's learning.

The number of after school students district wide is approximately 226 students.

New Course Approvals

Dr. Einhorn, Curriculum Director, presented new course approvals for consideration. The new courses include:

AP Computer Science Principles  
Global Problem Solving  
Healthy Lifestyles Yoga  
Jazz Techniques  
Music-Independent Studio Study

Travel Requests

The Board reviewed travel request for softball, tennis and HOSA

Updated District Learning Plan

Dr. Kathy Einhorn reviewed the updated District Learning Plan revisions.

Comments that Dr. Einhorn has heard is that patron's feel that they are now just hearing about the plan. Dr. Einhorn believes that we can improve the communication with principals so that they can share the information and staff.

Board Member Knauer is concerned that there is a misconception that we are firing reading aides so that we can fund all day kindergarten. Superintendent Conley assured the Board this is not accurate. All day kindergarten goes along with our goals to assure access and equity.

Dr. Einhorn has suggested that the Board Members may want to visit classrooms to see how well small groups and whole group activities are happening.

The benefit of all day kindergarten is not only academic but socially, as long as you have a language rich environment. Kids don't learn to read and write until they learn to listen and speak.

### **Board Engagement Initiative**

#### a. Strategic Plan Survey Update

Member Kaplan introduced Julie Hastings who presented information from the PCSD Strategic Planning Committee. The committee has been working on a survey for all staff. They have visited every school except for EHMS although EHMS faculty has taken the survey. The Board took some time to fill out the survey. Member Knauer would like the information from this survey for the Board Retreat if possible.

**Member Ehlers made a motion to move 2.06 Open Meeting Training to the next item on the agenda. Member Eihausen seconded the motion. Motion passed unanimously.**

### **Open Meeting Training**

David Lund, Associate with the Attorney General's Office and Sheila Page, were before the Board to provide training on open meetings. Sheila handles complaints regarding the open public meeting act. Open Public Meetings Act (OPMA) requires that the public's business be done in public. It provided requirements for conducting meetings of public officials, who have the authority to make policy and budget decisions in the public's interest.

Most issues occur with the agenda itself. The agenda needs to be thorough and specific. Should have good records kept, written minutes and unedited recording. Proposed minutes published within 30 days. Once a meeting is adjourned, nothing else goes into the record. Must go into a closed meeting by motion, which has to be made in an open meeting.

Anytime the Board has a quorum present, the meeting must be noticed as a public meeting.

### **Board Engagement Initiative Continued**

#### b. Teacher Survey Data

Superintendent Conley mentioned that the Teacher Survey data was sent out to all teachers asking what their preference is for the realignment, and we now have all of that information. A student survey has also been sent out asking students how they feel about the 9th graders going back to the high school and she will have that information shortly and share with the Board.

#### c. What Counts

Member Garrison reported on the What Counts Meeting that took place on February 8. It was

very engaging and the information will be very helpful as the Board moves forward with planning.

d. Board Retreat

March 15, 2016 was decided on for the Retreat, beginning at 9:00 am.

e. Board Handbook

Member Ehlers is still working on the Board Handbook and she will work with various other Board Members to complete.

f. Start Time Committee Update

We have a grass routes committee that is looking at changing start times for secondary schools. Todd and the transportation department are putting together some options and they will meet again on February 24, 2016.

### **School Community Council Training**

Superintendent Conley lead the training for School Community Councils. Board training included the following:

- Understand the Land Trust and how to protect it
- Provide training for SCCs
- Read and approve School Improvement Plan and Trust Land Plan  
Provide, in writing, reasons if a plan is not approved
- Review amendments to plans, as needed
- Assure compliance with state law and board rule
- Provide information and date to SCCs so they may complete work
- Provide annual report to SCCs on Digital Citizenship
- Disburse funds to schools with approved plans
- Read and align Final Reports to original plans
- Assure that the money is being spent to meet critical academic needs and that it directly impacts the instruction of students and improves academic excellence.

### **Budget Update**

Todd Hauber, Business Administrator shared the FY17 Budget Calendar with the Board and explained the process for the budget cycle. By statute, the Superintendent must submit a budget plan to the Board no later than June 1.

Member Kaplan would like more details added for the budget, and more conversation with the Board prior to June 1. For the public, increase the user friendliness to include an explanation and links to codes for more transparency. Since so much of our budget is tied up in people, it would be helpful to show some labor statistics. Member Kaplan would also like to see a shift in resources so that more funding is going into the classroom and instructional activities.

Member Knauer would like each department to provide a quarterly report to the Board so that the Board is informed of what is going on in each area.

Member Eihausen asked where we are with the LED lighting. Todd Hauber explained that the high school is complete. According to a Rocky Mountain feasibility/assessment study at Ecker Hill, it would cost \$460,000 to replace fixtures and bulbs, and the return period would be a 17-year recuperation

timeline. Todd is now looking at going a different route in changing just the bulbs. This will have to come back to a budget discussion. Member Garrison realizes that Todd Hansen and Todd Hauber are fine-tuning a process that is already running well so she appreciates their efforts.

Member Knauer believes that we need to be able to market and present some of the good things that we are already doing. Todd Hauber said that we have not been focusing just on lighting; we have focused on water conservation over the past couple of years. While this isn't part of the George Town initiative, it is making our district greener.

**Adjourn**

**Member Ehlers made a motion to adjourn to Regular Session on February 23, 2016 at 4:00 p.m. Member Eihausen seconded the motion. Motion passed unanimously.**

Meeting adjourned at 12:55 p.m.

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Tania Knauer, President

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JJ Ehlers, Member

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Philip Kaplan, Member

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Nancy Garrison, Member

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Julie Eihausen, Member

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Todd Hauber, Business Administrator

Unapproved Minutes