

Uintah School District

Vernal, Utah

These are the minutes from the February 17, 2016 Business meeting of the Uintah School District Board of Education. The meeting was held at the District Office with Mark Caldwell, President, presiding.

BUSINESS MEETING

Those Present: Mark Caldwell, President; Vice President Greg Gilroy; Resha Bartlett, Member and Sharon Bills, Member. Allen Huber, Member, excused.

Also Present: Superintendent Mark Dockins; Business Administrator Derek Anderson; Lance Hatch, Human Resources Director; Shannon Deets, Student Services; Jayme Leyba, Curriculum Director; Marsha Curtis, Teacher's Association; Principal Dennis Atkin; Marcus Keller, Zions Bank; Brandon Johnson, Zions Bank; Kim Barnhurst, Classified Association; Andrea Schoenfeld; Kent Merkley; and others.

1. INTRODUCTION

A. Welcome / Called to Order

The Business Meeting of the Uintah School District Board of Education was called to order at 6:04 p.m. by President Mark Caldwell.

B. Pledge of Allegiance: Shannon Deets

C. Prayer: Principal Dennis Atkin

D. Student Board Member Report: Devin Hill

The winter sports are finishing up. The last home basketball game is February 23rd. This is also the Senior Boy's night. Preference will be held March 5th. There are not a lot of things going on at the High School right now but life is fun and good.

E. Patron Input: None

2. INFORMATIONAL / DISCUSSION ITEMS

A. Superintendent's Report by Mark Dockins

The administrative interns have been focusing on the retention of teachers. We want a positive environment creating connections and friendships. They are doing a great job.

Don Heath, Administrative Intern and Biology teacher at the High School. The goal is to figure out ways to retain the new teachers. They have focused on the teachers in their first three years. The beginning of the year they sent out a survey to see what the teachers might be interested in doing, all teachers and staff. Many indicated they would like to do hiking and skiing. They also indicated they want to do spontaneous activities. They hiked to Moonshine Arch in the fall and Dinosaur National Monument. The end of January they took a ski trip to Park City. This allowed those that did not want to ski to enjoy Park City as it was during Sundance. Many want to play sports. The plan is to begin playing basketball on Tuesday and Thursday mornings, this is an open invitation to all employees. These activities help form bonds between teachers, old and new. These bonds are important. Sharon Bills asked about the turnout to the events. There were about a dozen to the first two activities and just under 20 attended the Park City excursion. More committed to the Park City excursion but didn't attend. The next step is to find a way for these individuals to keep their commitment. They learn as they go. Greg Gilroy indicated they

have put in a great effort and are doing a good job. Superintendent Mark Dockins also noted there was a social at the beginning of the year, a tailgate party for Homecoming and in March there was a movie for new teachers and their families. This spring there will be a big picnic for the entire District. These are to encourage our staff to make connections and call the Uintah School District Home.

Approval of Bond Refunding - Derek Anderson, Business Administrator

President Mark Caldwell asked Derek Anderson to address the Bond Refunding now so the gentlemen from Zions could return home.

The Series 2008 MBA Bond is outstanding. The MBA (Municipal Building Authority) issued debt to help pay construction of new schools and renovation of existing schools. The MBA is an alternative way to obtain bonds. Normal debt service fund debt has to be approved by voters. The MBA pledges capital money. This was done in 2008. The Bonds will allow for one refunding prior to the call date, which will be in August. These 2008 Bonds can be refunded for a lower interest rate. The current rate is 3.5% and they can be refunded to 1.5% to save \$130,000 to \$140,000 over the remaining life of the bond. These savings are after the required fees. The Board of Education will have to adopt a resolution and the MBA will have to adopt the resolution too. If this passes and the rates come back higher than anticipated we do not have to follow through with the refunding; at no cost. This is a win-win situation. Derek introduced Marcus Keller from Zions Bank Brandon Johnson from Farnsworth & Johnson.

Marcus Keller, Zions Bank Public Finance, addressed the meeting. This is a great time for the market. Interest rates are very low right now. This would be a direct purchase so we don't need to get a rating. A variety of different banks will have the opportunity to bid it out. They will continue to work with the District to ensure the savings are around the \$130,000 to \$140,000 after all expenses. There are about \$3 million outstanding. The refunding will issue about \$3,016,000 in order to release the 2008 bonds to refund for 2016. They will keep the same term, ending August 1, 2022. The savings can be put to the first or the end of the term or spread throughout.

Vice President Greg Gilroy moved to convene into Municipal Building Authority Board of Trustees to conduct business. Resha Bartlett seconded. Motion passed all in favor.

Vice President Greg Gilroy moved to adopt A Resolution of the Board of Trustees of the Municipal Building Authority of Uintah County School District, Utah authorizing the issuance and sale of Lease Revenue Refunding Bonds, Series 2016. Sharon Bills seconded. Motion passed all in favor.

Resha Bartlett moved to close MBA meeting and reconvene the regular Board Meeting. Sharon Bills seconded. Motion passed all in favor.

Resha Bartlett moved to adopt A Resolution of the Board of Education of Uintah County School District, Uintah County, Utah approving the issuance of the Municipal Building Authority of Uintah County School District, Utah Lease Revenue Refunding Bonds, Series 2016. Vice President Greg Gilroy seconded. Motion passed all in favor.

Marcus Keller added Derek Anderson has a calendar of events on the procedure and things that will take place. They are looking forward to a successful bond sale. Brandon Johnson followed up. The resolution will be published in the paper once. There will be no obligation to continue if they feel it better not to.

Ratings will continue to be monitored. There will be some closing documents involved the end of March and the 2008 bonds will be redeemed and paid off in August.

B. Business Administrator’s Report – Derek Anderson

The Administrative office is preparing the budget for next year and things are going smoothly. He thanked the Board for allowing him to travel to the budget conference, it was extremely helpful and answered many questions for him. They learned about the industries best practices and where the District should be going and he plans on expanding what he learned. They will talk about the current budget and the process for future years in the work session. After reviewing the fleet vehicles, the District has about 30 cars to many. These cars were used less than once per month over the last year. Some of the older cars can be retired and surplused to allow more efficient use of the newer vehicles. President Mark Caldwell asked if the Board could get the workshop calendar. Derek will make sure they receive it. Resha Bartlett also asked when the work session would be and it will be after the March Meeting. The calendar is also on the webpage. They will go over the budget in greater detail and work through the process on how it was built and the vision Derek holds for the future.

3. CONSENT CALENDAR

A. MINUTES: Work Session held January 5, 2016 and Business meeting held January 12, 2016 Sharon Bills noted a change for the January 12th minutes. She did not vote in favor of the personnel changes.

B. PERSONNEL CHANGES - Lance Hatch, Human Resources Director

NEW HIRES:

Name	Position	Assignment	FTE
1. Daniel Fredette	Teacher	Davis	1.0 FTE
2. Braelyn Bett	TA	EVE	UP to 29.5 hrs per week
3. Helena Contreras	TA	Ashley	19.5 hrs per week
4. Alicen Taylor	TA	Ashley	19.5 hrs per week
5. Kenedi Goodwin	TA	Ashley	19.5 hrs per week
6. Taija Jackson	Teacher	EVE	1.0 FTE
7. Anne Tollefson	Gear-Up Tutor 1 year only	EVE	Up to 6 hrs per week
8. Kim Austin	Gear-Up Tutor 1 year only	EVE	Up to 6 hrs per week
9. Trisha Glen	Gear-Up Tutor 1 year only	EVE	Up to 6 hrs per week
10. Pam Hansen	Gear-Up Tutor 1 year only	EVE	Up to 6 hrs per week
11. Stephanie Tippetts	Gear-Up Tutor 1 year only	EVE	Up to 6 hrs per week
12. Marshall Bingham	Sweeper	Naples	Up to 19.5 hrs per week
13. Mathias Rieske	Sweeper	Lapoint	Up to 19.5 hrs per week
14. Kameron Murray	Gear-Up Site Facilitator (1 year only)	EVE	Up to 35 hrs per week

15. Nelson Ahrnsbrak	Teacher (current school year only)	UMS	1.0 FTE
16. Joseph May	Teacher	VMS	1.0 FTE

*May be offered a 30 hour contract position following training.

NEWLY HIRED EXTRACURRICULAR COACHES:

Name	Program	School	Years of Service
1. Erik LaRose	Assistant Wrestling Coach	EVE	0
2. Billy Daniels	Assistant Wrestling Coach	EVE	0

NOTIFICATION OF SEPARTIONS OF EMPLOYMENT:

Name	Position	Location	Effective Date
1. Shanna Wheeler	Nurse	USD	6/22/16
2. Magdalyn Webb	Teacher	Lapoint	5/27/2016
3. Melissa Pope	Teacher	VMS	5/27/2016
4. Roy Rochelle	Teacher	UMS	1/12/2016
5. Kimberly Gorski	Teacher	Discovery	5/27/2016
6. Kaitlynn Hanberg	Assistant Coach	UHS	1/6/2016
7. Alyssa Manwaring	TA	USD	5/27/2016
8. Autumn Sutton	Teacher	Discovery	5/27/2016
9. Azucena Vera	Food Service	VMS	1/29/2016
10. Shanelle Hillbery	Teacher	UMS	5/27/2016
11. Stephen Borton	Teacher	UMS	5/27/2016
12. Cassandra Silvester	Teacher	Discovery	5/27/2016
13. Sylvia Jenkins	Teacher	Davis	5/27/2016
14. Sylvia Jenkins	Connections Teacher	Davis	6/30/2016
15. Willow Becker	Teacher	UMS	5/27/2016
16. Kirsten Little	Teacher	VMS	5/27/2016
17. Kirsten Little	Assistant Band Director	UHS	5/27/2016
18. Colette Peterson	TA	Lapoint	5/27/2016
19. Ryan Jaseckas	Teacher	UHS	5/27/2016
20. Della Arnold	TA	EVE	5/27/2016
21. Jamie Massey	Teacher	Naples	5/27/2016
22. Kaylah Tandy	Teacher	Davis	5/27/2016
23. Shannon Batty	TA	Discovery	5/27/2016
24. Gloria Buist	Foods	USD	1/27/2016

25. Sherri Slaugh	TA	Davis	2/1/2016
26. Kandise Morton	Bus Driver	Transportation	2/6/2016

C. Out of State Travel – UHS Football coaches to Nike Football Clinic in Las Vegas, NV

D. Out of State Travel – BTS Teachers to National Art Education Association Conferences in Chicago, IL

Sharon Bills moved to approve the consent calendar with the correction to the minutes from January 12th. Resha Bartlett seconded. Motion passed all in favor.

4. ACTION ITEMS

A. Policy 005.0631 – Sick Leave Bank, first reading - Lance Hatch

Sometimes they come across inconsistencies among the policies. The sick leave bank committee is responsible for receiving applications for the use of the sick leave bank. They ensure the employee has the appropriate documentation and can meet the requirements. There is a practice they follow that is not clear in the policy. One small change will clarify it. This change was taken to the personnel policy committee. The change makes it clear in 6.3 Exceptions, dealing with the conditions on which pay will or won't be deducted from a paycheck before receiving sick bank leave days. Employees with fewer than five days of time off available will have up to five days deducted from the paycheck. 6.3.2 now addresses the practice that some receive a waiver from the dock in pay for the number of days they have available up to five. This is practiced but not clear in the policy. There have been instances of this use. The Policy committee supports the changes. They have not heard any feedback from employees. Resha Bartlett asked for clarification. Lance Hatch noted the District requires employees to use PTO before the sick bank. If an employee has five days or less of PTO they will be deducted in pay before sick bank can be used. This is to discourage individuals from scheduling a surgery or something after vacation. Sharon Bills offered an example. If an employee has four days of PTO available, they can use that and only one day will be deducted from their pay. Lance agreed, if the four days are used for the sickness they will not be docked for those just the fifth. President Mark Caldwell asked if they must use all of their PTO before using sick. If an employee has more than 50 days of PTO, they are only required to use 25% before the sick leave bank can be used. A lot of new employees do not have PTO built up.

Resha Bartlett moved to approve Policy 005.0631 Sick Leave Bank on first reading. Sharon Bills seconded. Motion passed all in favor.

B. Policy 005.1000 – Evaluation for Licensed Personnel, first reading – Lance Hatch

This is a small change that addresses the concerns from the last Board meeting. An employee who receives a not effective evaluation and was not able to advance on the salary schedule that year would now have the opportunity to restore to the step they would be on if they had received an effective rating, if they improve to effective or higher. They would be able to advance as if they had not lost that step. The change also separates 9.1 and 9.2 to make it clearer. This was also sent out for employee review and they have not heard any comments. President Mark Caldwell summarized if an employee improves their rating from a not effective and missing that step they can make that step up. He asked how many years they could make up. Lance Hatch indicated it would be rare that one would receive a non-effective rating and even rarer to get it a second or third year. Theoretically it is possible but the policy does not address that situation. The Board agrees it is a concern and needs to be addressed. They would like it to be limited to restoring one lost step. Vice President Greg Gilroy noted a not effective rating two years in a row, with

the opportunities available for improvement, should have a consequence. Lance Hatch will take this concern to the personnel committee to address it in the policy.

Vice President Greg Gilroy moved to approve Policy 005.1000 Evaluation for Licensed Personnel on first reading with the suggested change. Resha Bartlett seconded. Motion passed all in favor.

C. Approval of Revisions to Lapoint Elementary School Trustlands Plan – Dennis Atkin, Lapoint Elementary Principal

Jayme Leyba and Dennis Atkin addressed the meeting. A change may be needed to the requested revisions. The initial trust lands plan is supported at the local level by the Community Council and submitted to the Board for approval. Once the Board approves the changes, Jayme opens the edit button to allow the principal to make changes. After reviewing the revisions Jayme was concerned they would not allow parent travel to be funded. After receiving a phone call this afternoon, they will not allow parent travel to be funded. All funding must directly impact at the school level. The question now is if the Community Council has to convene to make the change before the School Board can approve the revisions. President Mark Caldwell feels the Board can only approve what is approved by the Community Council and this request needs a revision. The Board can only approve revisions that are approved by the Community Council. Dennis Atkin asked the Board to approve the revisions striking the words “and one parent member”. They would like to be able to fulfill the rest of the amendment. The chrome books and NEU Conference is very important. They would like to see it approved without having to reconvene as it would take that much longer. Dana Williams, parent and Community Council Chair is the parent proposed in the amendment. She would like to see the Board approve the revision without the parent portion in order to get the rest of the revision started as soon as possible. The Vice Chair and voting member were also present and asked the Board to approve the revisions without sending a parent to the NEU Conference. Vice President Greg Gilroy would like to see them get it done as soon as possible too but wants to ensure procedure is being followed. They could approve it striking that portion. Resha Bartlett clarified that it is allowable to fund staff members but not parents. Jayme agreed and added if the parent were a tutor it would be allowed as it would be a direct impact on the students in the classroom. Andrea Schoenfeld, Vice Chair of the Community Council and a teacher felt that sending a parent would allow the parent unity and understanding of what is being done in the school. The Council felt this was important but they also understand it is not possible through Trust Lands funding but may be through other funds. Resha Bartlett agreed the parent component is very important. Other funding may be available to send a parent.

Sharon Bills moved to approve the revisions to the Lapoint Elementary Trust Lands plan with the exclusion of the parent attendance at the NEU Conference. Vice President Greg Gilroy seconded. Motion passed all in favor.

Resha Bartlett took a moment to express her concerns with not necessarily internet use. She has heard reports in general about Google accounts. She wants to ensure we are careful with the privacy of our students. Kent Mansfield addressed her concerns. A consumer advocacy watch group has made allegations that Google is unfairly mining student data. This is just one little piece of a larger picture. Google does admit to mining gmail for information in order to customize what advertising that individual sees. Within Google Apps for Education, we have the ability to stop all ads. Parents must consent to that. Google will still collect the data. Favorites, history, bookmarks, extensions, etc is public information that is trackable. Google is no more of a liability than any other computer system. Google also has the ability to store information in the cloud via syncing so an individual can log in to their account from any chrome book to access their specifics. We will have control over our domain, student.uintah.net. The only time

we won't have control is if the student goes to youtube or something else outside the realm. We live in a risky world, Google or something else. Business Administrator Derek Anderson clarified, Google is mining where users are traveling on the internet not personal information like date of birth. Kent added they are mining for information to use for advertising. President Mark Caldwell added he understood the Google Sync feature was enabled by default. Kent responded the sync feature is not controlled by the chrome book but rather by the account the District will have control over. The sync settings will be turned off. This was a red flag for Resha Bartlett, which is why she asked for more information. Kent agreed. All internet information is vulnerable and Google does not make it more so than anyone else. Resha also added solutions start locally. We have more power than we realize in making things happen in our Country and we need to be proactive and follow true principles everywhere. Andrea Schoenfeld also added the school takes computer and internet safety very seriously. Last week during parent teacher conferences the computer and media specialist spent the nights going over computer safety plans with parents. They are being very proactive. The Community Council has discussed it. Resha Bartlett agreed technology is a wonderful tool when used appropriately. Student privacy must be protected. Dennis Atkin recognizes the importance of these questions, it is imperative to keep the students safe. He expressed his gratitude to the Board for keeping the kids safe. The Board reiterated and thanked the School for keeping kids safe.

D. Approval of Copier Maintenance Agreement - Derek Anderson

The foods department needs a new copy machine. The Board needs to approve the 36 month service agreement. It will cost \$26 a month. Derek reviewed the numbers comparing leasing vs a direct purchase. Ultimately, a lease would cost around \$800 more over the 36 months. The department will purchase the copier with their own funds. The purchase is according to State Contract. Resha Barlett asked for clarification on what a state contract means. Vendors go to the State with a bid and the State approves the prices the vendor guarantees. This makes it possible for entities to make purchases without having to bid them out. However, this also requires a service contract.

Sharon Bills moved to approve the copier maintenance agreement as presented. Resha Bartlett seconded. Motion passed all in favor.

E. Approval of UHSAA Sanctioned Coach Salary Schedule - Derek Anderson

This was discussed last month and Derek has presented changes with clarifying language. The schedule is constructed in a manner that allows multiple people to come up with different amounts. When a coach is hired there is not a specific amount listed to approve. This proposed change is an attempt to clarify the language so there is less ambiguity and more guidelines on how the coaches are to be paid. He did receive some comments. Julie Wilde and Bill Sivert feel the added restrictive language won't represent what the duties are. Most coaches help with more than just one group, Varsity, JV, etc. This is a true concern. Derek recommended approval with the proposed language and set up a committee to review the schedule and come up with something better with less ambiguity. It would be effective upon passing. In response to President Mark Caldwell's question, any coaches that have already started will not be impacted, only those that will start after. A committee could come up with more revisions or a new schedule. Right now the schedule is an auditor's nightmare. The justification of a salary calculation potentially has a lot of issues. Restriction will ease some of the ambiguity. Vice President Greg Gilroy is in favor of having a committee revamp the schedule, but sees the issues as stated. Varsity Coaches deal with more than just Varsity teachers. Most coaches are involved in coaching all the kids not just one group. He would rather see the specification of Varsity, JV, etc removed. He also felt that if a major realignment will be done anyway another change does not need to be made. Derek noted the intention is to make the numbers more specific. Striking that won't relieve any of the issues. There are Head Coaches that are over all the groups in their sport. The job description will state more of their responsibilities. The aggregation of

everything causes potential disagreements. Perhaps the job description could indicate payment for a certain amount.

Bill Sivert, Athletic Director at the High School, addressed the meeting. He believes the term Varsity should be replaced by Head Coach. Part of that job description is to oversee the entire program. When we pigeon hole into a position, we take the freedom to move through the different levels where they need to be involved. Some coaches are also involved in the middle schools. There is some ambiguity. After a season it is time to go over the salary schedule. The administration knows what the coach has been involved in and they have an interview of sorts with the coach. They review the length of the season, contests attended, etc. This is just like observing teachers. This reduces some of the ambiguity. Things are adjusted in the post season interview if they are not involved with everything. He can understand a maximum cap on the amount. The current schedule is good for the coaches. It is impossible to compensate them for all their time and energy. They are so very important. Financial compensation goes a long way in making them feel valued. We don't want drastic changes that would make them feel undervalued. Derek Anderson noted they are not doing this due to compensation. The reason for his proposed change is to reduce the ambiguity. The issue is the salary schedule. If we allow coaches to rack up the max on everything then we are going against the structure. If we allow that, everyone is giving a flat rate anyway. Derek agreed with Resha Bartlett's statement, if we do that we might as well give them a flat rate to begin with. We would rather not have difficult discussions with coaches regarding different interpretations. President Mark Caldwell asked Bill if the Varsity Coach is considered the Head Coach and others are hired as assistants. Coaches are not pigeon holed. A Head Coach can make a designation that an assistant is in charge of a level. Head Coaches have the flexibility to move assistant coaches around and allow them to do what is necessary. This doesn't change the salary schedule. Example, the ten football coaches are at every game, Varsity or not. We want the coaches to work as a team, not purchase separate staffs. Vice President Greg Gilroy noted we don't want to alienate the coaches but a change is needed. He would like to see the committee come together and not act upon this change. He sympathizes with Bill and Derek and sees both sides of the issues. Things should be in black and white.

Vice President Greg Gilroy moved to table the UHSAA Sanctioned Coach Salary Schedule changes as presented and get the committee together to review the schedule. Resha Bartlett seconded. Motion passed all in favor.

Kim Barnhurst indicated there is a distinction between head and assistant coaches. There are different aspects that need clarification. The middle schools do not have regular sports and coaches but they do have some games. This is a discrepancy between the High School and Middle School. Team camps need defined. There is no clarification on points for certain things. Years of service is easy. There are additional points for State, Team, Individual wins. Wrestling has all three. More clarification is needed. She has to reconcile the vouchers and everyone has different thoughts. Vice President Greg Gilroy noted the job description could contain a flat rate with other things, like championships, addressed separately. Head coaches could get paid a certain amount with bonuses. It should be simplified and not use the point system. All parties with input should be involved with the committee.

MISCELLANEOUS

According to board policy, all public input should contact the District Office by the Friday before the meeting. However, President Mark Caldwell allowed for some public input.

Scott Dowling addressed the meeting excited about the opportunity he had to join Mary Moulton and some High School students at the Capital Building last Friday. He commended Mrs. Moulton for taking the students. It was a great experience for the students to meet with the representatives.

Mistalyn Leis, Vernal Middle School Principal and Chris Labrum, Assistant Principal addressed the meeting. They shared a glimpse into the culture and climate at the Vernal Middle School. They use a mineral rock, honey comb calcite that is only found in Hannah, Utah. They have taken these small honey comb pieces and placed tea light candles inside them. These are called Glow Awards. They are unique and one of a kind; just like the school. Individuals are celebrated with these glow awards. They are to celebrate the little things being done that are above and beyond and unique. Tonight, they presented a glow award to Lance Hatch. These are coveted at the School. He was extremely grateful and loves the positive impact these have had on the school. At faculty meeting, he was able to give the last three and it was very cool.

Sharon Bills expressed her sadness she would not be able to attend the Lapoint Elementary 3rd Grade Wax Museum on Friday. It is Capitol Hill day but she did ask Principal Atkin if the students could be present at the March Board Meeting that will be held at Eagle View Elementary. He said they would be happy to attempt to do so.

CLOSED SESSION

A motion was made at 7:30 pm by Sharon Bills that the Uintah School District Board of Education enter into closed session for the following: 1.) discussion of the character, professional competence, or physical or mental health of an individual; 2.) strategy session with respect to collective bargaining or pending or imminent litigation. Resha Bartlett seconded the motion. A roll call vote was taken as follows: Mark Caldwell, President, yes; Greg Gilroy, Vice President, yes; Resha Bartlett, yes; Sharon Bills, yes; and Allen Huber, excused.

Also present were Superintendent Mark Dockins and Business Administrator Derek Anderson.

A motion was made at 9:00 pm by Sharon Bills to adjourn closed session. Resha Bartlett seconded the motion. The motion passed.

ADJOURN: Meeting adjourned at 9:01 pm.