

Minutes of the South Summit School District Board of Education Meeting held on **April 14, 2016**, beginning with the **Executive Session** at 4:00 p.m., followed by the **Work Session** at 5:30 p.m. and, concluding with the regular **Board Meeting** at 6:00 p.m. in the Board Room at 285 East 400 South, Kamas, UT.

Present: Mr. Craig Hicken, President; Mrs. Suni Woolstenhulme, Vice-President; Mr. Jim Snyder, Mr. Steve Hardman, Mrs. Debra Blazzard, Superintendent Shad Sorenson, Mr. Kip Bigelow, Business Administrator (excused at 5:31 p.m.)

Guests – Regular Board Meeting: Wendy Radke, Tessa Scheuer, Caitlin Scheuer, Stephanie Clegg, David Omer, Carolyn Simpkins, Sheri Paskin, Stephanie Nagle, Lucinda Josie, Scott Bardin, Ryan McArthur, Shanna Atkinson

1. President Hicken called the **Executive Session** meeting to order at 4:00 p.m.
2. President Hicken welcomed everyone to the Executive Session.
3. Motion by Mr. Steve Hardman to go into closed session at 4:03 p.m. to discuss personnel negotiation matters.
Seconded by Mrs. Debra Blazzard.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
4. Motion by Mr. Steve Hardman to return to open session at 5:31 p.m.
Seconded by Mrs. Debra Blazzard.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
5. Mr. Kip Bigelow was excused to tend to other duties and was not present for the remainder of the meeting.
6. President Hicken welcomed everyone to the **Work Session** and called the meeting to order at 5:35 p.m.
7. President Hicken introduced the purpose for tonight's Work Session meeting being the presentation of the UEN Technology Audit. Due to personnel issues, Superintendent Sorenson advised that the Board go into a closed session.
8. Motion by Mr. Steve Hardman to go into closed session at 5:38 p.m. to discuss personnel matters.
Seconded by Mrs. Suni Woolstenhulme.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
9. Motion by Mrs. Debra Blazzard to return to open session at 6:09 p.m.
Seconded by Mr. Jim Snyder.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
10. President Hicken welcomed everyone to the regular **Board Meeting** and called the meeting to order at 6:15 p.m.
11. Mrs. Suni Woolstenhulme gave the invocation.
12. Mr. Jim Snyder led the Pledge of Allegiance.
13. Student Success Spotlight: The Board recognized Mr. David Omer, SSHS Tapestry Choir Director and two students: Caitlin Scheuer & Tessa Scheuer who impressed the Board by singing Durme, Durme – arr. Audrey Snyder. The students took a picture with the Board.
14. Public Comment: Mrs. Merrinn Edwards was not present to address the Board on the inconsistencies, among the three schools, on interpretation of the dress code policy regarding the SSMS.

15. The Board reviewed the Consent Calendar.

16. Mr. Steve Hardman motioned to approve the Consent Calendar which included the following:

- a. Minutes of the March 10, 2016 Board Meeting
- b. Minutes of the March 10, 2016 Work Session
- c. March 2016 Check Summary
- d. March 2016 Revenue Report
- e. March 2016 Expenditure Report
- f. New Hires:
 - SSAFC Hires
 - * Broc Cuartas
 - * Cole Georgi
 - * Penelope McMillan
 - * David Adair
 - * Shelby Rydalch
 - Teachers
 - * Hugo Meza
 - Substitute Teachers
 - * Nathan Washington
 - * Ryan Rockhill
 - Paras
 - * Ryan Rockhill
 - Volunteers
 - * Jacob Bradley – SSHA Drama
 - Travel Requests
 - * Kristine Lewis – Silver State AP Conference (Las Vegas)
 - * Chad Peterson – AP College Board Workshops Silver State (Las Vegas)
 - * Ryan McArthur/Scott Bardin – International Forum on Language Teaching Conference (Chattanooga, TN)
 - * Wes Blazzard – Bus Routing Software Training (Albany, NY)
 - Home School Certificates
 - * Savanna Cannon

17. Seconded by Mr. Jim Snyder.

Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard

Nays: None

18. Information/Report Items:

- a. School Board Communication Plan. Mrs. Suni Woolstenhulme addressed the Board regarding a draft communication plan she had emailed:
 - Prepared Vision and Mission Statement ideas.
 - Released plan for input from individuals and Board Members.
 - President Hicken stated that the plan should be scrutinized often, should be fluid, and areas addressed one at a time with evaluation deadlines.
 - Superintendent Sorenson will share information with the South Summit Education Foundation.

19. Agenda Items:

Business Administrator Appointment. The Business Administrator's appointment expires June 30, 2016. Current law indicates a Board must formally renew the application and not automatically renew it.

20. Motion by Mr. Steve Hardman to table the Business Administrator's appointment renewal until next week's Special Session.

Seconded by Mr. Jim Snyder.

Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard

Nays: None

21. Public Relations/Foundation Director. Mr. Jim Snyder informed the Board that the South Summit Education Foundation strongly supports a part-time position to assist in bringing positive attention to SSSD by informing the public of teacher/student successes. It will need to be determined who will fund the position.
22. Motion by Mr. Jim Snyder that the Board direct Superintendent Sorenson to prepare job descriptions (part-time and full-time) for review at the next Board Meeting and evaluated by Mr. Kip Bigelow, Business Administrator to determine the financial component and viability of the position.
Seconded by Mr. Craig Hicken.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
23. Mental Health Awareness Resolution. Superintendent Sorenson and the SSSD Principals have been working closely with the Summit County Behavioral Health and Mental Health Alliance. They are encouraging school boards to adopt a formal Mental Health Resolution recognizing May 2016 as Mental Health Awareness month.
24. Motion by Mr. Jim Snyder that the Board adopt the resolution as written recognizing May 2016 as Mental Health Awareness Month in the SSSD.
Seconded by Mr. Steve Hardman.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
25. Policy 5029 – Shared Governance. Third and final reading. Superintendent Sorenson presented the Board with Policy 5029 reflecting the verbiage change as recommended at the March Board Meeting.
26. Motion by Mrs. Suni Woolstenhulme to adopt Policy 5029 – Shared Governance.
Seconded by Mr. Jim Snyder.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
27. Policy 2007 - Receipt and Handling of Donated Funds. Second and final reading. Superintendent Sorenson presented the Board with Policy 2007 containing the suggested UEN Title 1 Audit revisions.
28. Motion by Mrs. Debra Blazzard to adopt Policy 2007 – Receipt and Handling of Cash and Donated Funds.
Seconded by Mr. Steve Hardman.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
29. Policy 5010 – Salaries Policy. Second and final reading. Recommendation from Human Resources office to clarify that the longevity bonus is given to **full-time** classified employees which has been the practice. Should the Board decide to honor 15-20 years of consecutive service for part-time employees, then the Policy would be left as it is currently written which does not state that the bonus is only for **full-time** employees.
30. Motion by Mr. Jim Snyder to adopt Policy 5010 – Salaries Policy.
Seconded by Mr. Craig Hicken.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
31. Policy 5025 – Retirement Benefits. First Reading. Mr. Hicken reminded the Board that Policy 5025 was tabled at the March Board Meeting so the appropriate verbiage could be included.

32. Motion by Mr. Craig Hicken to adopt Policy 5025 – Retirement Benefits for it's first reading.
Seconded by Mrs. Suni Woolstenhulme.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
33. SSSD New Website. Shanna Atkinson presented the Board with the top four SSSD website templates.
34. Motion by Mr. Craig Hicken to allow Superintendent Sorenson and Shanna Atkinson to move forward with the selection of the new SSSD website.
Seconded by Mr. Steve Hardman.
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard
Nays: None
35. Information Items: Superintendent Sorenson presented the following Information Items:
- a. Gmail. Every District employee has been issued a Gmail account. All official District communications will go to this account. Costly to add additional Kerio accounts. No charge for Gmail and has significant benefits.
 - b. Aesop. A computerized leave system. Triggers substitute finder and allows teachers and staff to input leave requests online and allows supervisors to approve requests within the system.
 - c. NSBA Conference – Boston. Attended with Craig Hicken. The conference provided fantastic sessions.
 - d. Scholarships to Seniors. Held May 23, 2016 - 1:00p.m – SSHS
President Hicken nominated Mr. Jim Snyder to present the awards and Mr. Snyder accepted.
36. Business Administration Items:
- a. Superintendent Sorenson explained to the Board that Mr. Kip Bigelow has been given additional responsibilities that prevent him from attending this Board Meeting and next month's meeting.
 - b. Superintendent Sorenson also stated that Mr. Bigelow has asked the Board to reserve the 3rd Thursday in June for a Budget Hearing; plus the regularly scheduled Board Meeting in June. Also, the Board may need to meet a few extra times in May for shorter periods that may require executive sessions. The Superintendent should schedule the meetings and then notify the Board.
37. Board Members Items:
Mrs. Debra Blazzard and Jim Snyder were a part of the South Summit Education Foundation's first organizational meeting. They are identifying lofty goals to benefit students and teachers.
38. Mr. Steve Hardman would like to see cameras in the classrooms to protect students and teachers. He would like to know the cost.
39. Mr. Jim Snyder would have liked to attend the Arts Night Fundraiser but was unaware of the date. Events are advertised in various ways. He wants to be aware in the future.
40. Mrs. Suni Woolstenhulme had several items to report:
- a. Mrs. Woolstenhulme would like to see a student on the Board. President Hicken will work with her on addressing the students.
 - b. Mrs. Woolstenhulme would like a New Teacher Survey given to first year teachers.
 - c. Mrs. Woolstenhulme heard that the HS greenhouse was running well and people were impressed with the student dynamics, flowers, etc. It is a great CTE program.
41. President Craig Hicken had several items to report:
- a. President Hicken attended the NSBA Conference-Boston. He encouraged Board Members to attend in the future. It is an integral part of what they do. There were three phenomenal keynote speakers and the sessions provided quality information.

b. President Hicken shared that Superintendent Sorenson met with an attorney about controversial issues. The Board will want to look into how certain things are done and formulate a plan. He will address this matter next month.

42. Motion by Mr. Steve Hardman to adjourn at 7:55 p.m.

Seconded by Mrs. Debra Blazzard.

Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Snyder, Mr. Hardman, Mrs. Blazzard

Nays: None



Business Administrator



Board President

