

***Pending & Unapproved Minutes*** – These minutes have not yet been formally approved by the Board of Education, and until such formal approval occurs, these minutes are subject to possible future changes.

## **Board of Education**

Beaver County School District

Meeting Date: October 11, 2016

Last Revised: October 12, 2016

The following are minutes taken from the Regular Board Meeting, of the Beaver County School District Board of Education, held on October 11, 2016. This meeting was conducted at the Minersville School located at 450 South 200 West, Minersville, Utah, 84752.

In compliance with the American with Disabilities Act, persons needing auxiliary communicative aides and services for these meetings should contact Bonnie Bairett at 435.438.2291 or [bonnie.bairett@beaver.k12.ut.us](mailto:bonnie.bairett@beaver.k12.ut.us), giving at least three working days' notice.

### **Board Member Attendance:**

- Board President—Nicholas Dotson (Precinct 2): Present
- Board Vice President—Carolyn White (Precinct 1): Present
- Board Member—Richard Limb (Precinct 4): Present
- Board Member—Lisa Carter (Precinct 5): Present
- Board Member—Kristina Brown (Precinct 3): Present

### **School District Personnel in Attendance:**

- Dr. Ray Terry Superintendent
- Todd Burke, Business Administrator
- Brady Fails, Beaver HS Principal, Technology Director
- Randy Hunter, CTE Director, Beaver HS Asst. Principal
- David Cluff, Milford HS Principal
- Adam Saunders, Milford HS Music Teacher
- Jody Heaps, Minersville School Principal

**Other Patrons Who Attended:**

- Trisha Bullard, MHS Music Booster Club
- Genelle Dotson, MHS Music Booster Club
- Riley B., Minersville School Student
- Jake M., Minersville School Student
- Kennedy Gillins, Minersville School Student
- Sadee Maycock, Minersville School Student
- Jaysen Castes, Minersville School Student
- Kari Hofheins

**WORK SESSION (10:05 am)**

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Welcome: President Nick Dotson

A. CTE Report , Mr. Randy Hunter

Mr. Hunter reviewed the CTE teaching staff and assignments for both high schools.

Mr. Hunter reviewed the relationship and agreement the District has with the Southwest Applied Technology Center as well as the SWATC courses being offered in the high schools.

Mr. Hunter reviewed the funding structure of the CTE program within the state's Minimum School Program.

Mr. Hunter reviewed teacher specific budgets for CTE teachers.

Mr. Hunter reviewed the CTE student enrollment trends. The CTE 9-12 enrollment trends have declined approximately 18%.

Mr. Hunter has plans to review other school successful CTE programs in the state.

Mrs. Brown suggested the program create a survey to better understand student motivations for enrolling in CTE courses.

B. Technology Director Report, Mr. Brady Fails

The District has applied for approximately \$55,000/yr for a state technology grant.

The District's grant application is designed towards improving each school's infrastructure to support the 1:1 initiative.

Goals – To increase student academic growth by:

- Using online learning management systems
- Increase WiFi capacity
- Effective professional development

Grant Budget:

- Compensation for teachers to obtain UEN Instructional Technology certification
- ACT preparation for students
- Technology system infrastructure

Mr. Fails indicated the Chromebook and Kindle approach continues to be a successful approach in the schools.

C. Annual Community Council Training, Mr. Burke

Annual community council training has taken place in 4 of 5 schools. The last school will receive training in November.

Mr. Burke reviewed state law and rules which govern community council responsibilities.

School community councils are responsible for developing a school improvement plan, an internet safety and digital citizenship education plan, safe route plans, and other topics of consideration to help each school improve and operate effectively.

The school improvement plan should focus upon critical academic needs and be based upon data and supporting evidence.

D. Lunch, 12:00 – 12:30

E. Milford High School, Principal Dave Cluff & Adam Saunders (music)

Mr. Cluff presented the secondary curriculum adoption plan.

This year's adoption will include a review of the Mathematics, U.S. History 8<sup>th</sup> & 11<sup>th</sup> grades, Geography, Word History, and Government.

Timelines:

- Convene committee, October 31
- Send out RFP by November 4, 2016
- Proposals Due by December 2, 2016
- Review proposals and make selections by January 27, 2017
- Submit recommendations to the Board, February
- Purchase materials

- Conduct training as needed for implementation

Dr. Terry summarized the adoption procedures. The procedures include obtaining parent input, particularly for curriculum materials that contain sensitive issues.

Mr. Saunders, who is the music teacher at Milford High School, is requesting approval to take music students on a tour, including a cruise ship. Mr. Saunders presented two options for the trip. The tour includes travel through Las Vegas, Long Beach CA, Catalina Island, and Ensenada.

Dr. Terry inquired about travel using a third party bus provider. Mr. Saunders requested a school bus be used instead due to the cost.

Mr. Saunders estimates approximately 30-35 students would participate.

Dr. Terry contacted the state risk management attorney regarding the proposal. Concerns were expressed about travel outside of U.S. waters and boundaries. The attorney "strongly" recommends the trip be reconsidered. The District assumes the liability risks of travel outside of Utah and the U.S.

Concerns were expressed about coverage for liability.

Dr. Terry explained the Utah Governmental Immunity Act and cap limitations for liability protections outside of Utah, and particularly outside of the Country.

The group discussed the option of doing the activity as a private activity not sponsored by the school or district. The group discussed the possibility of having the new music booster club sponsor the trip.

Three options were discussed:

- The trip as presented
- A modified or different trip within U.S. boundaries
- A trip by the group as a private trip and not school or district supported

F. LaRayne Brown, Assessment Director, Report on FY16 SAGE Data

Mrs. Brown reviewed the state Data Gateway website.

- State, district, school assessment results
- State, district, school grades
- Student sub group results

## REGULAR BOARD MEETING - PRELIMINARY (2:00 pm)

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A. Welcome: President Nick Dotson

B. Pledge of Allegiance: Minersville School Students - Corbin Dalton, Treyton Carter

C. Public Input

Mrs. Heaps – Minersville School

Mrs. Heaps introduced several students to the Board who have made significant achievements.

Mrs. Heaps presented the school's student "Positive Behavior Team" that helps with school safety.

Mrs. Heaps reviewed the school safety survey with students.

Mrs. Heaps reviewed the school's state grade. The school earned an "A" for elementary grade levels and a "B" in secondary grade levels.

Mrs. Heaps explained the challenges associated with getting parents more involved with Back to School Night and the school's Community Council.

Mrs. Heaps indicated staffing changes for this year include:

- A loss of 11 hours per week in aid time
- A loss of ½ FTE teacher

Mrs. Heaps is overseeing the elementary curriculum and text adoption process this year, and she explained the process that will be used, including input from teachers at each school.

## BOARD OF EDUCATION ITEMS (2:30 pm)

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A. Information Item - Student Recognitions

Minersville

- K - Dallie Marshall
- 1st - Caymen Carson
- 2nd - Tyge Blomquist
- 3rd - Helen Magana
- 4th - Timmery LeBaron
- 5th - Kelton Langston
- 6th - Jake Marshall
- 7th - Conner Crum
- 8th - Amelia McDougal

B. Action Item – Exemptions or Guardianships, Transfers

**Motion to Approve Made By:** Richard Limb

**Motion Seconded By:** Kristina Brown

**Board Vote:**

- Nicholas Dotson: Aye
- Carolyn White: Aye
- Richard Limb: Aye
- Lisa Carter: Aye
- Kristina Brown: Aye

C. Action Item – Approval of Minutes for Open/Closed Meeting(s) Held on September 13, 2016.

**Motion to Approve Made By:** Carolyn White

**Motion Seconded By:** Kristina Brown

**Board Vote:**

- Nicholas Dotson: Aye
- Carolyn White: Aye
- Richard Limb: Aye
- Lisa Carter: Aye
- Kristina Brown: Aye

D. Action Item – Resolution on District Audit Committee (none)

E. Action Item – Travel: Schools

Dr. Terry recommends the board approve all trips except for the MHS music cruise trip.

**Motion to Approve Made By:** Lisa Carter

**Motion Seconded By:** Carolyn White

**Board Vote:**

**Nicholas Dotson:** Aye

**Carolyn White:** Aye

**Richard Limb:** Aye

**Lisa Carter:** Aye

**Kristina Brown:** Aye

The group reviewed items from previous discussions in the meeting:

Create a checklist for Trustland plans to help with preparation for presentation of school Trustlands plans to the Board in November

Create an FAQ document to help schools plan and understand the risks and elements involved with planning out of state trips

F. Action Item – Travel: Board of Education (none)

**FINANCIAL ITEMS (3:05 pm)**

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A. Action Item - Approval of Warrants, Budgets, Financial Reports, & Capital Expenditures Priority List

This agenda item was deferred until the next board meeting, and Mr. Burke was asked to re-generate the reports to include more information.

B. Action Item – MHS Fee Change Request

Madrigal Choir uniform \$120.00  
 Music T-Shirt \$20.00

**Motion to Approve Made By:** Richard Limb

**Motion Seconded By:** Lisa Carter

**Board Vote:**

- Nicholas Dotson: Aye
- Carolyn White: Aye
- Richard Limb: Aye
- Lisa Carter: Aye
- Kristina Brown: Aye

C. Information Item – Bids, RFPs, Current Projects Report – Update

School Carbon Monoxide System Installation Projects – Dr. Terry has referred the bid/RFP documents to the District’s attorney for review. The attorney has been asked to also create a contract to be used once the bid has been awarded.

Dr. Terry has contacted the District’s engineer to conduct a review of our current buildings. The review will include a structural, mechanical, and electrical review. The engineer has agreed with Dr. Terry to concentrate on the high schools given the age of the buildings.

D. Information Item – October 1. Enrollment Count

<u>School Year</u>	<u>Belknap Elementary School</u>	<u>Milford Elementary School</u>	<u>Minersville School</u>	<u>Beaver High School</u>	<u>Milford High School</u>	<u>Total</u>
2006-07	500	242	156	497	196	1,591
2007-08	515	227	171	474	175	1,562
2008-09	508	235	167	501	166	1,577
2009-10	518	241	178	486	178	1,601
2010-11	501	221	193	480	171	1,566
2011-12	506	206	174	488	168	1,542
2012-13	475	216	166	503	180	1,540
2013-14	501	235	169	480	194	1,579
2014-15	487	234	153	440	202	1,516
2015-16	507	241	138	461	216	1,563
2016-17	505	228	127	448	211	1,519

### INSTRUCTION & EDUCATION ITEMS (3:25 pm)

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- A. Information, Discussion, & Presentation – Minersville School Principal Report

This presentation was given earlier in the meeting.

- B. Action Item – Approval of Career Status (none)

- C. Action Item – Approval of Level II (none)

### PERSONNEL ITEMS (3:27 pm)

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- A. Action Item – Belknap ES Hiring Requests, Paraprofessionals

Carol Albrecht, Misty McInelly, Amber Bradshaw

- B. Action Item – Beaver HS Hiring Requests (none)

- C. Action Item – Milford HS Hiring Requests (none)

- D. Action Item – Milford Elementary School Hiring Requests (none)

**Motion to Approve A, B, C, D Made By:** Carolyn White

**Motion Seconded By:** Kristina Brown

**Board Vote:**

**Nicholas Dotson:** Aye

**Carolyn White:** Aye

**Richard Limb:** Aye

**Lisa Carter:** Aye

**Brown:** Aye

- E. Action Item – Request for Extended Leave (none)

## POLICIES (3:28 pm)

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### A. Action Item – Classified Holiday Schedule Change

Two issues have come to the forefront. 1) Do full-year full-time classified employees receive 14 or 15 days paid holidays per year? 2) Do they receive 1 or 2 paid holidays for Fall Break?

Mr. Burke indicated that in speaking with the Classified Employee Association President Monday evening he recommended not changing the agreement until negotiations in Spring.

The group agreed to recognize the current agreement of 15 paid holiday workdays; 1 day for Fall break; 3 days for Spring Break.

The group agreed to table the discussion until negotiations in Spring.

**Motion to Approve Made By:** Kristina Brown

**Motion Seconded By:** Carolyn White

**Board Vote:**

**Nicholas Dotson:** Aye

**Carolyn White:** Aye

**Richard Limb:** Aye

**Lisa Carter:** Aye

**Kristina Brown:** Aye

## SUPPORT SERVICES (3:35 pm)

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### A. Action Item – Surplus Property

Milford High School has approximately three dozen sets of headphones that we would like to surplus. They are the older style that were popular in schools back in the 80's. They are in new condition, but they have the large 1/4" jacks that do not work with our modern devices.

Beaver High School: old auditorium curtains to be given to Beaver City for the Opera House. Old camera; Canon 3CCD Digital Video Camcorder Serial number 0751

**Motion to Approve Made By:** Richard Limb

**Motion Seconded By:** Lisa Carter

**Board Vote:**

**Nicholas Dotson:** Aye

**Carolyn White:** Aye

**Richard Limb:** Aye

**Lisa Carter:** Aye

**Kristina Brown:** Aye

## B. Action Item – Transportation School Activity Bus Trips

**Motion to Approve Made By:** Carolyn White

**Motion Seconded By:** Richard Limb

**Board Vote:**

**Nicholas Dotson:** Aye

**Carolyn White:** Aye

**Richard Limb:** Aye

**Lisa Carter:** Aye

**Kristina Brown:** Aye

## DISCUSSION ITEMS (4:20 pm)

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- A. BEA/BSEA (none)
- B. Community Councils/Parent Organizations (none)
- C. Public Input (none)
- D. Superintendent, Dr. Terry
- Fall vacation
  - Principals meeting on the 18<sup>th</sup>
  - Elections, November 8<sup>th</sup>
  - Audit committee meeting next board meeting, November 8<sup>th</sup>
  - December 14<sup>th</sup>, Legislative Luncheon at Washington School District
- E. Business Administrator, Todd Burke (none)
- NSBA Convention in Denver
- F. Board Member Reports
- Mr. Dotson recommended taking a tour of the SWATC facilities
  - Mrs. Brown inquired about the Belknap ES crosswalk situation
  - Mr. Limb reported key issues discussed in the recent LEPC meeting—including the recent Flu Shootout success and the fire season.

## CLOSED MEETING (4:55 pm)

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Closed meetings by law may be held for the purpose of discussions related to the Competence and Character of Individuals, Collective Bargaining, Property (Purchase and/or Sale), and Security.

**Purpose of Closed Meeting:** Collective Bargaining

**Motion to Enter Closed Meeting Made By:** Carolyn White

**Motion Seconded By:** Lisa Carter

**Board Vote:** Unanimous

President Dotson: Aye  
Vice President White: Aye  
Board Member Carter: Aye  
Board Member Brown: Aye  
Board Member Limb: Aye

Those present during the closed meeting:

- Board President Dotson
- Board Vice President White
- Board Member Carter
- Board Member Limb
- Board Member Brown
- Dr. Terry, Superintendent

**Closed Meeting Ended At:** 5:40 pm

**Motion to End Closed Meeting Made By:** Lisa Carter

**Motion Seconded By:** Kristina Brown

**Board Vote:** Unanimous

President Dotson: Aye  
Vice President White: Aye  
Board Member Carter: Aye  
Board Member Brown: Aye  
Board Member Limb: Aye

**REGULAR BOARD MEETING - ADJOURNMENT (5:40 pm)**

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President Dotson adjourned and dismissed the meeting at approximately 5:40pm. Next Board meeting is scheduled for November 8, 2016.

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Nicholas Dotson, Board of Education President

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Todd S. Burke, Business Administrator

Pending Future Approval