

Board of Education

Beaver County School District

Meeting Date: September 13, 2016

Last Revised: September 14, 2016

Approved: October 11, 2016

The following are minutes taken from the Regular Board Meeting, of the Beaver County School District Board of Education, held on September 13, 2016. This meeting was conducted at the District Office located at 291 North Main, Beaver, Utah, 84713.

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, 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
- David Cluff, Milford HS Principal
- Richard Rose, Milford HS Counselor
- Larry White, Beaver HS Counselor
- Preston Clarke, BHS Forensics
- Kiersten Greenlese, BHS Art
- Nicole Carney, Milford ES 3rd Grade
- Megan Stevens, Belknap ES Kindergarten
- Adam Saunders, MHS Music
- Alan Lyon, BHS Music

Other Patrons Who Attended:

- Kari Hofheins, Beaver
- Kelli Jones, Auditor, HintonBurdick
- Paul Shepherd, Observertab

AUDIT COMMITTEE MEETING (10:00 am)

- A. Scope and Purpose of Audit Committee 10 a.m.
- B. Discussion on possible reorganization of district level responsibilities 10:30 a.m.
- C. Audit Committee possible closed session on character and competence
- D. Discussion with a representative of Hinton/Burdick on the scope of the upcoming audit: 12 noon

Minutes for this meeting were kept separately in a different document.

WORK SESSION MEETING (11:40 am)

Welcome: President Dotson

A. Discussion Items:

1. Bringing in an outside consultant to review the organizational structure of the District
2. Concerns were expressed about the workload and assignments of individuals
3. The group discussed changing responsibilities to eliminate unnecessary redundant work being performed by multiple individuals.

CLOSED MEETING (11:45 am)

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: Absent
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 (absent)
- Todd Burke, Business Administrator

Closed Meeting Ended At: 12:15 pm

Motion to End Closed Meeting Made By: Richard Limb

Motion Seconded By: Lisa Carter

Board Vote: Unanimous

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

WORK SESSION MEETING – RECONVENED (12:15 pm)

Welcome: President Dotson

B. Review of Annual Budget Report

1. A review of changes with the document this year.
2. A review of factors influencing budget decisions this year as well as specific board requests
 - a. Board request to share information from the 2015-16 fiscal year, including grant closeout and cost information
 - b. Chapter 11 bankruptcies
 - c. Tax appeals
 - d. Enrollment levels
 - e. Staffing levels
 - f. Impact upon cost and revenues
3. A review of the District's strategic plan and initiatives
4. Major program cost trends were reviewed.
5. Questions regarding Special Education statistics were discussed.

Note: The discussion occurred through a working lunch.

REGULAR BOARD MEETING - PRELIMINARY (2:00 pm)

A. Welcome: President Nick Dotson

B. Pledge of Allegiance: Dr. Ray Terry

C. Public Input (none)

BOARD OF EDUCATION ITEMS (2:30 pm)

A. Information Item - Student Recognitions

Minersville Students of the Month for Effort and Perseverance

Kindergarten - Adah Albrecht

1st - Hayden Wiseman

2nd - Acacia Dalton

3rd - Halli Rowley

4th - Sienna Quarnberg

5th - Deegan Bailey

6th - Yuleyne Magana

7th - Hagen Nielson

8th - Dallin Smith

B. Action Item – Exemptions or Guardianships, Transfers

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: Absent

C. Action Item – Approval of Minutes for Open/Closed Meeting(s) Held on August 9th, 2016.

Note - Change: The group requested the names of students who participated in the FFA presentation be included in the minutes.

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: Absent

D. Action Item – Travel: Schools

Motion to Approve Made By: Kristina Brown

Motion Seconded By: Richard Limb

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

Reminder: Tuesday, September 20th – Cedar City Regional Meeting

E. Action Item – Travel: Board of Education

Carolyn White & Lisa Carter – Pre-Delegate and Delegate Assembly

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

F. Action Item – Audit Committee Recommendations

- Chairman: Nick Dotson
- Records: Lisa Carter
- Audit Committee Charter
- Request for outside consultant to conduct organizational review
- Audit Committee Members: Nick Dotson, Carolyn White, Lisa Carter, Richard Limb, Kristina Brown, Mitch Bealer, Mary Pearson, Tyler Moss

Motion to Approve Made By: Richard Limb

Motion Seconded By: Carolyn White

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

FINANCIAL ITEMS

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

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

Mr. Burke reviewed a part of the state procurement rules with the board that outlines “unlawful conduct” related to procurement. This rule prohibits conflicts of interest, socializing with vendors, and inappropriate sole source purchases.

Update – Beaver U Accessibility Project

Update – Milford High School Fire Panel Project

Update – Milford High School Door Opener Project

C. Action Item – Food Service Milk Purchasing Contract

Motion to Approve Made By: Kristina Brown

Motion Seconded By: Richard Limb

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

- D. Information Item – ASBO Certificate of Achievement Award – Budget Report
- E. Action Item – Classified Employee Wage Schedule

The wage schedule is being simplified to eliminate lanes which have not been used for many years. In addition, lane 13 is being eliminated to better provide uniformity for compensation of aids as they change assignments and responsibilities.

- Eliminate Lane 13 - Aid
- Eliminate Lane 2 – Board Secretary
- Eliminate Lane 8 – Admin Assistant

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

- F. Action Item – Administrator Salary Schedule Clarification

Clarified the 3% elementary level factor in the schedule

Motion to Approve Made By: Carolyn White

Motion Seconded By: Lisa Carter

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

- G. Action Item – Drivers Education Fee Reduction

Reduced annual fee from \$150 to \$110 retroactive to July 1st.

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

H. Information Item – CS Mining Bankruptcy Notice

I. Action Item – Section 125 Cafeteria Plan

Deferred to future board meeting. No action.

INSTRUCTION & EDUCATION ITEMS

A. Information, Discussion, & Presentation – Milford Elementary – Focus School Progress

Mrs. Karen Johnson & Mr. Paul Shepherd

The school has received an additional \$40,000 for the grant this year. Mrs. Johnson and Mr. Shepherd reviewed the school's progress and improvement plan:

- Parental Notification
- School Leadership Team
- School Support Team
- School Appraisal
- School Improvement Plan

Goals:

- Increase student proficiencies
- Positive culture for high learning levels for both students and teachers
- Character education and a safe environment
- Reviewed progress for student proficiency trends
 - The school has made significant improvement in English and Language Arts

B. Action Item – BHS Forensics Trips, Mr. Preston Clarke

Forensics club is requesting use of district vehicles for out of state travel. Dr. Terry is following up with state risk management.

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

Discussion Item: Recently Implemented High School Attendance & Citizenship Policy

The discussion is related to legal counsel was received regarding a high school diploma or changing the diploma status due to citizenship and attendance

Mr. Cluff reviewed the attendance policy. The policy emphasizes “Citizenship is as important as the content that students learn in the classroom.”

Mrs. White asked about the purpose of restitution. Mr. Cluff explained that restitution is meant to be a consequence. Mrs. White expressed concern about the \$5 fee to excuse restitution. Mr. Fails explained the effectiveness of restitution depends heavily upon parental involvement.

Concerns were expressed about being prepared for challenges from the public.

Concerns were expressed about time and resources needed for tracking and records.

Mr. Carter explained the challenges associated with students enrolling in adult education. He also made several suggestions towards alternative approaches through the student interventions program as well as implementing the new policy.

The group discussed the importance of disclosure and communication with parents, including having parents sign a disclosure.

PERSONNEL ITEMS

New Teacher Introductions:

Alan Lynon, BHS Music

Megan Stevens, Belknap Elementary Kindergarten

Adam Saunders, MHS Music

Kiersten Greenlese, BHS Art

Kristine Erickson, BHS Special Education

Nicole Carney, Milford Elementary 3rd Grade

A. Action Item – Belknap ES Hiring Requests

Brooke Boger, Schyler Jordan, Megan Stevens

B. Action Item – Beaver HS Custodian, Sagel Gale

C. Action Item – Milford HS Hiring Requests

Jennifer Robb, Michelle Saunders, Ashli Hayden, Chelsie Marshall

D. Action Item – Milford Elementary School, Brandel Peters

Sarah George .74 FTE

Patricia Stewart .74 FTE

Nicole Carney .74 FTE

Motion to Approve A, B, C, D 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

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

F. Action Item - Bryan Wood Contract Adjustment

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

SUPPORT SERVICES

A. Action Item – Surplus Property

Beaver HS, Minersville School, Belknap Elementary

Motion to Approve Made By: Kristina Brown

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: Lisa Carter

Motion Seconded By: Richard Limb

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

C. Action Item – School Carbon Monoxide System

The group agreed to move forward with the project at each school given state legislative mandates.

Motion to Approve Made By: Richard Limb

Motion Seconded By: Carolyn White

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

DISCUSSION ITEMS (5:35 pm)

- A. BEA/BSEA (none)
- B. Community Councils/Parent Organizations (none)
- C. Public Input (none)
- D. Superintendent, Dr. Terry
 - Upcoming BEA meeting, Monday
 - Aspire student management system, USBE considering a charge or dropping support
 - Update, UHSAA compromise with USBE
 - School violence seminar with state risk management
 - October 21st Flu Vaccination for Employees
- E. Business Administrator, Todd Burke (none)
- F. Board Member Reports
 - Mr. Limb: Asked about teachers leaving at 1:30 on Fridays. Dr. Terry explained the principals felt a flexible schedule would be more productive than the past schedule.
 - Mrs. Carter:
 - Flu Shootout September 28th and October 4th
 - Seminary for Grief by Southern Utah Mortuary, 7-9pm, November 1st
 - Cell tower in Minersville

REGULAR BOARD MEETING - ADJOURNMENT (approx. 5:30 pm)

President Dotson adjourned and dismissed the meeting at approximately 5:30 pm. Next Board meeting is scheduled for October 11, 2016.

Nicholas Dotson, Board of Education President

Todd S. Burke, Business Administrator