

Minutes of Study and Regular Session

Board of Education Ogden City School District

Thursday, December 14, 2017 · 5:00 PM · 1950 Monroe Boulevard, Ogden Utah

1. Study Session, Room 200

President Heiner called the meeting to order at 5:02 p.m. The following were present when the meeting convened:

Members Present:

Jeff N. Heiner, President
Douglas B. Barker
Don E. Belnap
Nancy Blair
Susan Richards
Joyce Wilson

Staff Present:

Dr. Rich K. Nye, Superintendent
Zane K. Woolstenhulme, Business Administrator
Paula Bosgieter, Executive Assistant
Chad Carpenter, Assistant Superintendent
Ken Crawford, Support Services Director
Jessica Bennington, Human Resource Director
Darwin Smith, Energy Supervisor

Members Absent:

Jennifer Zundel, Vice President
Ed Morris, Youth in Care Administrator
Sondra Jolovich-Motes, Executive Director of Equity and Access
Sarah Roberts, Executive Director of Instructional Leadership
Mike Hipwell, Information Technology Interim Supervisor

a. Review of Board Meeting Agenda

Consent Calendar

There were no questions or concerns with the Consent Calendar.

Celebrating Student Achievement

Superintendent Nye reviewed the celebrations he will recognize during Celebrating Student Achievement.

Public Participation

It was noted that patron Amy Huntington has registered to participate at board meeting during Public Participation. She would be sharing concerns with plans for replacing schools.

Increasing Student Achievement

1. Secondary Schools New Courses, 2018-19: Superintendent Nye explained the Education and Training Pathway and the need for these courses. Executive Director Sarah Roberts commented on the benefit of adding this pathway to our course offerings and the increased graduation rate of pathway completers. Board Member Douglas B. Barker asked if we are adding more pathways in the technical fields and Superintendent Nye responded. The board agreed this item should be moved to Consent Calendar.
2. Bridgerland Tech College and Ogden-Weber Tech College AM|STEM Academy: Superintendent Nye explained that this course would take place during the 0 period, before school. Executive Director Sarah Roberts stated that high schools are excited for this opportunity. Support Services Director Ken Crawford commented that having the program at the school will be a benefit for students; transportation will not be an

obstacle and will create equity and access for students. It allows the student to take a class like this when they may not have room in their schedule. The board agreed this item should be moved to the Consent Calendar.

3. Audit Report, 2016-2017: Business Administrator Zane K. Woolstenhulme commented that a representative from Eide Bailly will present the audit report.
4. Cybernetics VTL Backup Device: President Heiner asked questions about the three bids and Information Technology Interim Director Mike Hipwell responded. Support Services Director Ken Crawford stated that Valcom is on state contract. Board Member Don E. Belnap and President Heiner asked questions about our current backup system and Mr. Hipwell responded. The board agreed this item should be moved to Consent Calendar.
5. 2nd Reading Board Policy Section 11 Data Governance: Superintendent Nye thanked Assistant Superintendent Chad Carpenter and his team for creating these new policies. Mr. Carpenter explained they have started the process of filming training for employees and developing communication. The board agreed this item should be moved to Consent Calendar.
6. Purchase of New Delivery Truck for Child Nutrition: Support Services Director Ken Crawford explained the need for a refrigerated truck and the benefit it will be for the Child Nutrition program. Board Members asked questions and Mr. Crawford responded. The board agreed this item should be moved to Consent Calendar.
7. Job Study Proposal: Business Administrator Zane K. Woolstenhulme explained the need for a job study for our education support professional positions. They had five proposals respond to the RFP; the committee's recommendation is to award contract to Evergreen Solutions. The job study will take approximately four months to complete and every employee will provide input on their job functions. He stated that Davis School District conducts a job study every five years and Evergreen Solutions conducted their last study. Board Member Joyce Wilson explained that Evergreen Solutions will not charge additional for appeals and will provide training for our Human Resources personnel. Their contract includes access to their resources in perpetuity. Board Member Don E. Belnap asked questions regarding the frequency of conducting a job study and Mr. Woolstenhulme responded. Mrs. Wilson gave additional information supporting the need for a job study. Board Member Susan Richards asked questions about the cost of the job study and Mr. Woolstenhulme responded. Support Services Director Ken Crawford explained the process of selection and opening the bids. The board agreed this item should be moved to Consent Calendar.
8. Restorative Justice and New Approaches to Youth in Care: Board Member Don E. Belnap asked for a brief summary and Youth in Care Administrator Ed Morris responded. The recommendation from the state and the Juvenile Justice System is to go year-round; his teachers currently teach through the summer. Executive Director Sarah Roberts explained the program, accreditation standards, and services for students. Mr. Morris explained there will be a new facility opening across the street from Mill Creek for the Weber Valley Detention Center. Mrs. Roberts stated they are asking for contractual options for teachers on extended contract to include summer school. Superintendent Nye directed the board members to the five options on the synopsis to consider. Mrs. Roberts reviewed these options with board members. Board Member Joyce Wilson asked if faculty have a special certification to work with youth in care and Mrs. Roberts responded. She is requesting teachers receive their daily rate for the additional days during the summer, for thirty additional days funded through Youth in Care dollars. Human

Resource Director Jessica Bennington responded to the questions of contractual agreements. Board members agreed to Option #4: “Adopt/Approve all planned next steps and recommendations below” as outlined on the board synopsis. The board agreed this item should be moved to the Consent Calendar.

9. Amendment – Language Essentials for Teachers of Reading and Spelling (LTRS): Assistant Superintendent Chad Carpenter explained this proposal is an amendment to professional development approved by the board in September; he is requesting to go with the 3rd edition as opposed to the 2nd edition. The length of time for implementation will be shortened from up to five years to up to three years; all k-2 teachers will participate in this training. Board Member Don E. Belnap asked questions about funding and Mr. Woolstenhulme responded. The board agreed this item should be moved to Consent Calendar.
10. Lighting Upgrade Incentive – Rocky Mountain Power: Mr. Woolstenhulme stated that Rocky Mountain Power approached us regarding an incentive to reduce our costs for lighting throughout the district. Energy Supervisor Darwin Smith explained the cost and benefit to the district. The board agreed this item should be moved to Consent Calendar.
11. Student Extracurricular Overnight or Extended Travel Request: Board members commented on this trip and asked questions; Superintendent Nye responded. President Heiner asked that we include in the policy that they are submitted well in advance. Executive Director Sondra Jolovich-Motes and Support Services Director Ken Crawford provided additional comments. The board agreed this item should be moved to Consent Calendar.
12. Possible Action – Employee Stipend: President Heiner stated the Budget and Finance Committee met and discussed at length the possibility of offering an employee stipend for the holiday season, using carryover general funds from last year. He called for any questions or concerns with this proposal. Board Member Joyce Wilson asked if basic dollars can be moved from the general fund to capital funds; Mr. Woolstenhulme responded. Board Member Don E. Belnap spoke in support of the recommendation. President Heiner also spoke in favor of showing appreciation for every employee in the district. Mrs. Wilson expressed concern with using general funds to provide a stipend when we have a need for improvements in our buildings. Mr. Woolstenhulme advised the board to keep this item off the consent calendar and make a separate motion.

President Heiner granted a recess at 6:10 p.m. to reconvene in regular meeting.

2. Regular Meeting, Board Room

President Heiner called the meeting to order at 6:13 p.m. The following were present when the meeting convened:

Members Present:

Jeff N. Heiner, President
Douglas B. Barker
Don E. Belnap
Nancy Blair
Susan Richards
Joyce Wilson

Members Absent:

Jennifer Zundel, Vice President

Staff Present:

Dr. Rich K. Nye, Superintendent
Zane K. Woolstenhulme, Business Administrator
Paula Bosgieter, Executive Assistant
Jer Bates, Public Information Officer
Chad A. Carpenter, Assistant Superintendent

a. **Welcome and Acknowledgement of Visitors**

1. New Bridge School Choir, led by Choir Director Wendy Graham, performed two numbers for board members.

b. **Reverence**

Presenter: Ken Crawford, Support Services Director

c. **Pledge of Allegiance**

Presenter: Zane K. Woolstenhulme, Business Administrator

d. **Consent Calendar**

President Heiner indicated that board packets have been reviewed and board members have agreed that all items excluding #3 and #12 on the Increasing Student Achievement portion of the agenda would now be approved on the Consent Calendar. Item #2.g.8. is to be approved with Option #4.

MOTION: Susan Richards moved to approve the consent calendar with noted changes, adding items 2.g.1., 2.g.2., 2.g.4., 2.g.5., 2.g.6., 2.g.7., 2.g.8., 2.g.9., 2.g.10., and 2.g.11. Seconded by Don E. Belnap. The motion carried unanimously.

1. Recommended Personnel Actions provided by the human resource director and recommended by the superintendent were approved.
 2. Financial Reports for November 2017 were provided by the business administrator and approved.
 3. Minutes for the board meetings held November 16, 2017 and November 21, 2017 were approved as written.
 4. Superintendent's and Business Administrator's Evaluations were approved.
- 2.g.1. The following Secondary Schools New Courses, 2018-2019 were approved:
- a. Ogden High School AP Economics
 - b. Education and Training Pathway courses:
 - Exploring Education
 - Teaching as a Profession I
 - Teaching as a Profession II
 - c. Computer Science WSU Distance Learning:
 - CS 1410, Object-Oriented Programming
 - CS 2420, Introduction to Data Structures and Algorithms
- 2.g.2. Bridgerland Tech College and Ogden-Weber Tech College AM|STEM Academy courses were approved.
- 2.g.4. Purchase of Cybernetics VTL Backup Device was approved.
- 2.g.5. 2nd Reading Board Policy Section 11 Data Governance (new) policies were approved:
- 11.103 Data Security and Privacy Training
 - 11.104 Policy for Disclosure of Personally Identifiable Information
 - 11.105 Policy for External Disclosure of Non-Personally Identifiable Information
 - 11.106 Data Disclosure to a Requesting External Researcher or Evaluator
 - 11.107 Data Breach Policy
 - 11.108 Record Retention and Expungement
 - 11.109 Quality Assurances and Transparency Requirements
- 2.g.6. Purchase of New Delivery Truck for Child Nutrition and Other District Needs was approved.
- 2.g.7. Job Study Proposal was approved.
- 2.g.8. Restorative Justice and New Approaches to Youth in Care proposal was approved with Option #4 - Adopt/Approve all planned next steps and recommendations below:

- Submit funding application for year round educational services and staffing
 - Meet with Human Resources to discuss Youth in Care staffing for 18-19 school year
 - Meet with Human Resources to discuss Youth in Care contract 18-19 school year and beyond
 - Approve plan to pursue accreditation as a full school program to offer diplomas
 - Develop a process for naming the educational program
- 2.g.9. Amendment - Language Essentials for Teachers of Reading and Spelling (LETRS) was approved.
- 2.g.10. Lighting Upgrade Incentive - Rocky Mountain Power was approved.
- 2.g.11. Student Extracurricular Overnight or Extended Travel Request: Ogden High Choir Tour to Anaheim, CA on March 8-11, 2018 was approved.

e. Celebrating Student Achievement

1. *"Great Things Happening Report"*

Presenter: Superintendent Rich K. Nye, PhD

- a. Mayor's Awards in the Arts - Arts Advocacy Award to Janis Vause, Executive Director of Ogden School Foundation
Mrs. Vause has provided access and exposure to the arts for students and community members alike for over 27 years. She was honored in a ceremony held Thursday, November 16, by Ogden City.
- b. Academic All-State Fall Sports: The Utah High School Athletic Association has recognized an Ogden High School student for his academic as well as athletic performance for Academic All State – Boys Cross Country – GPA 4.0.
- c. Ogden Weber Technical College Outstanding High School Student: Presented by Jennifer Thornell, Ben Lomond Assistant Principal, and Shawna Allen, Ogden Weber Tech College.

2. Superintendent's Celebration

Superintendent Nye shared the following celebrations:

- Forty Ogden High School Advanced Placement/International Baccalaureate students who spent a few of their Fridays and Saturdays in front of an Old Navy store collecting donations for the Lantern House.
- Ogden-Weber Tech College hosted a High School Appreciation Breakfast and one of our own Ogden High School students had the opportunity to speak about her experience completing the CNA program.
- Lego League qualifier tournament titled "Hydrodynamics" held at New Bridge School on December 2nd. Congratulations to the New Bridge Aqua Knights for taking the overall champion's award. The robot design award went to the New Bridge Heroic Knights and the project award went to the New Bridge Knights in Coding Armor. The Aqua Knights and Heroic Knights are advancing to the state competition.
- Ogden School District graduation rates for 2016-17 are at 75 percent; an improvement of seven percentage points. Ben Lomond High School increased from 76 to 83 percent, Ogden High School increased from 76 to 82 percent, and George Washington High School increased ten percentage points from 29 to 39 percent. Ogden School District also increased our graduation rates for Latino and economically disadvantaged students more than the state average.

3. Students of the Month

Presenter: Jer Bates, Public Information Officer

Three outstanding students were recognized as students of the month from their respective schools. They were each given framed certificates of achievement and were congratulated individually by board members.

f. Public Participation

Community member Amy Huntington, 1386 Darling Street, Ogden UT, addressed the Board of Education regarding plans for replacing schools and concerns for not developing another bond proposal. She recommended board agendas be posted on our district Facebook page and suggested board meetings be held at schools around the district. She also asked that the public participation process more accessible to patrons.

g. Increasing Student Achievement

3. Approval: Audit Report, 2016-2017

Business Administrator Zane K. Woolstenhulme stated that the audit has been completed and a representative of the auditing firm Eide Bailly was ready to report to the board. He introduced Paul Skeen, who stated that Eide Bailly has offered a clean opinion on the district financial statements and a clean opinion on state compliance; there were no reported deficiencies on the internal controls; and there were no findings on expenditure of federal funds. President Heiner asked questions and Mr. Skeen responded. Mr. Woolstenhulme provided concluding comments and recommendations for the board.

MOTION: Board Member Don E. Belnap moved to approve the audit report for the 2016-17 school year. Seconded by Nancy Blair. The motion carried unanimously.

12. Approval: Possible Action - Employee Stipend

President Heiner announced that the board would like to offer an employee stipend to be given to all employees of the district and express appreciation for the hard work that they do each and every day. These funds will come from our general operating fund.

MOTION: Board member Susan Richards moved to approve the employee stipend. Seconded by Douglas B. Barker. Those in favor: Jeff Heiner, Douglas B. Barker, Don E. Belnap, Nancy Blair, Susan Richards. Those opposed: Joyce Wilson. The motion carried.

Note: A copy of related materials and an audio recording of the meeting can be found at www.ogdensd.org

President Heiner adjourned the meeting at 7:18 p.m.

President

Business Administrator