

## DRAFT UNTIL APPROVED

### Study Session and Business Meeting (Tuesday, January 12, 2021)

Generated by Bonnie Tautkus on Wednesday, January 13, 2021

#### Members present

McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

#### Meeting called to order at 5:01 PM

##### 1. 5:00 Study Session

##### Procedural: A. Welcome: Vice President Melanie Hall

5:01pm

##### Procedural: B. Roll Call

Nate Bryson, Board Member; Teri McCabe, Board Member; McKay Jensen, Board Member; Keith Rittel, Superintendent; Melanie Hall, Board Vice President; Rebecca Nielsen, Board Member; Jennifer Partridge, Board Member; Gina Hales, Board Member; Stefanie Bryant, Business Administrator

##### Discussion, Information: C. Discussion of Board Leadership and Graduation Speaking Assignments: Vice President Melanie Hall

Vice President Melanie Hall: Stefanie, can you explain the procedure for voting in our new board leadership?

Stefanie Bryant, Business Administrator: In the business meeting I will open the floor for nominations for president, if there is just one, we will have a motion to approve and appoint that person as president, if there are multiple nominations we will have a ballot vote. Then I will turn the time over to the new president to do the same procedure for the Vice President.

Vice President Melanie Hall: Should we discuss that now or in the business meeting?

Member McKay Jensen: Generally we discuss it now so we don't take time during the business meeting to debate or discuss.

Member Jennifer Partridge: I think Melanie has done a great job as Vice President and I would like to nominate her for president if she is willing.

Vice President Melanie Hall: Thank you, I would be willing to do that.

Member Nate Bryson: I would nominate Rebecca Nielsen for Vice President.

Member Rebecca Nielsen: Thank you, I would be willing to do that as well.

Vice President Melanie Hall: Are there any other thoughts for nominations? Ok - we will go ahead with those nominations and voting in the business meeting.

Board President Nomination - Melanie Hall

Vice President Nomination - Rebecca Neilson

#### Committee Assignments:

Adult Education Advisory Board - Teri McCabe

USBA Legislative Representative (Elected) - Jennifer

USBA Board of Directors - McKay Jensen

City PTA Representative - Jennifer, Gina, Teri (alternate)

CAPS - Melanie Hall, Rebecca Neilson

Mountainland Applied Technology Center Board - McKay Jensen

National Affiliate Advocacy Network - McKay Jensen

Provo Education Association/Provo Education Support Professionals Liaison Representatives - Jennifer Partridge, Gina Hales, Teri McCabe (alternate)

Community Council Advisor - Rebecca Nielsen

Safety Committee - Melanie Hall

Sex Ed - Gina Hales

Data Advisors - McKay Jensen, Nate Bryson

Audit Committee - Nate Bryson, Melanie Hall, McKay Jensen

Joint Educator Evaluation Committee - Teri McCabe

Provo School District Foundation - Jennifer Partridge, Gina Hales

Interagency committee - Gina Hales

Kindness Committee - Jennifer Partridge, Teri McCabe

TSSA Committee - McKay Jensen

#### Melanie

- Pres
- Safety Committee
- Audit
- Caps
- PEA Liaison

#### Rebecca

- VP
- Adult Ed
- Audit
- Caps
- Community Council Rep

#### Jennifer

- PTA
- USBA legislature
- PEA/PESP liaison
- Foundation
- Kindness

#### Nate

- Audit
- Data Advisor

McKay

- USB
- MTEch
- National Affiliate Advocacy Network/
- Tech/Data Advisor
- TSSA

Gina

- PTA
- Foundation
- Sex Ed
- Interagency Committee

Teri

- PTA (alternate)
- Joint Educator Evaluation Committee
- Adult Ed
- Kindness

Graduation speakers:

Timpview: Melanie Hall

Provo: Jennifer Partridge

Independence: Gina Hales

Adult Ed: Teri McCabe

Fall Independence: Rebecca Nielsen

### **Discussion, Information: D. Proposed 2021 Board Meeting Schedule**

Superintendent Keith Rittel: This is based on a planned schedule we have used for a few years now.

Things to note on the proposed schedule;

- Joint meetings with the city council are tentative dates, they might change.
- Only one meeting in April, because of spring break. Change April 13th meeting to the 20th.
- Add January's meetings so they will be on the website/calendar next year if we don't approve the schedule until January next year (overlap so there aren't gaps on the website).

### **Information: E. Construction Update: Stefanie Bryant**

Stefanie Bryant, Business Administrator: There is not a lot to report on since we just got back from the holiday break.

- The work at Timpview continues. The south gym is still on budget and on time. It should be completed in April. In April or May they will start to break ground on the new academic wing which is phase 2 of construction. We will also go out to bid in May on that as well. Part of that bid will include a complete rebuild on the north gym. We were going to put seismic piers underneath it to bring it up to code, but that is going to be too cost prohibitive. It will be better to just rebuild the whole thing. It will add 1.5 million to the cost, but we are still within our 80 million dollar budget.
- Centennial Middle School had a large HVAC project going on that is now complete. It used to take 2-3 hours to heat up that building from one end to the other, it now takes about 10 minutes and is much more efficient too. Huge improvement there.
- The CO2, carbon monoxide, project that we had to do to stay within code is complete so all our schools are up to date with CO2 detectors.
- Custodial continues to provide disinfection at the schools to maintain COVID prevention guidelines, the facilities and maintenance crews continue to help out there where needed.

Member Teri McCabe: I have a question about the Timpview construction. Is there going to be any seismic testing there after the south gym is complete to see if the new construction has affected the old construction?

Stefanie Bryant, Business Administrator: I will check with Mark and get back to you.

Member McKay Jensen: Remember that there are monitors on the old building now to monitor anything that happens and part of our agreement with the state requires having engineers on site so that we can continue to have people in the buildings.

Member Teri McCabe: Thank you. I don't think the public knows that. It would be good for the public to know that.

Member Rebecca Nielsen: Well, it is on public record now.

Vice President Melanie Hall: Is there any new information on water mitigation?

Stefanie Bryant, Business Administrator: That is part of the plan, it is ongoing. Mark texted, he reiterated that structural engineers are on site.

Member Jennifer Partridge: I have had questions about the finished brick coloring.

Member Rebecca Nielsen: The architects that presented to us last time talked about how they were going to integrate the old with the new.

Vice President Melanie Hall: You also have to remember that eventually the part right next to it, up against it will be taken down and there will be some distance between the old and new.

### **Discussion: F. Policy Review: Supt. Keith Rittel/Assistant Superintendent T&L Anne-Marie Harrison**

#### **Issue**

Policy regarding assessment and testing

#### **Background**

Utah Administrative Code Rule R277-404 directs LEAs in establishing policies and procedures for the testing and assessments of Utah students. Existing district policy, 4405, does not contain all the updated state requirements, so proposed policy 4406 (with associated procedures and forms) updates those requirements and provides

more specific directions for stakeholders.

### **Recommendation**

Make a motion to replace policy 4405 with policy 4406.

### **Discussion: G. Budget Requests and Adjustments; Stefanie Bryant, Business Administrator Budget Request(s) Stefanie Bryant, Business Administrator**

### **Issue**

Budget adjustments over \$50,000 require board approval.

### **Background**

The attached budget adjustments are primarily for new grants that were not yet finalized in June when the budgets are statutorily approved by the board and include:

1. New grant from Utah County for tobacco prevention
2. CARES funding for high school extracurricular COVID testing.

Both grants have a net effect on the financial of \$0 as revenue and expenditures match.

### **Recommendation**

Make a motion to approve the budget adjustment; motion language is provided on the business meeting agenda tab.

Vice President Melanie Hall: Who uses the tobacco grant money?

Stefanie Bryant, Business Administrator: Tobacco prevention district wide, but mostly for secondary schools and is used for things we are already doing - just funds it.

Member Teri McCabe: Is the CARES act money for testing for all extracurricular activities?

Stefanie Bryant, Business Administrator: We started with active spring sports. Todd what else do we have to add?

Todd McKee, Assistant Superintendent Secondary Ed: We started testing in season athletes before Christmas break. We test them every two weeks. Athletes and performing arts that are preparing but not performing yet, they now need to be tested as well.

Member Nate Bryson: Have they been tested or are they going to be tested? I heard somewhere that we were testing 60% of students?

Todd McKee, Assistant Superintendent Secondary Ed: We have started with this second group, and if we tested all of them at the same time, it would be about 60% of the students. We don't anticipate having to test them all at the same time as they aren't all participating in afterschool prep or practice at the same time.

Member McKay Jensen: Are we doing any test at will testing at our sites for the community like some of the other districts are doing?

Todd McKee, Assistant Superintendent: From what I know, Jason is working with our teachers to test any of them at will. For the student athletes, test to play, for high school activities, sometimes students have conflicts with our times, so some are going to community places to test. The test to stay portion, we haven't needed to do that yet. If we were to get to that point, we would have to get negative tests on 70% of the school population. Also, the district needs to pay for those tests. We can go to phase 1, or test to stay - the test to stay isn't mandated. The testing that is going on now is already constant and somewhat of a burden.

Stefanie Bryant, Business Administrator: Just to put cost into perspective, the tests that we got for our employees were \$44,000 for 2000 tests. We got a really good deal on those tests too, thanks to Mrs. Fluehe. So if we start testing at the schools it would cost about \$100,000 a week, and that does not include PPE and staff, etc. Test to stay is a pretty big burden on the school district.

Member Teri McCabe: I know that the elementary schools are going to start some after school activities, will they be required to be tested too?

Todd McKee, Assistant Superintendent Secondary Ed: That's a good question for which I don't have a ready response. The high school requirement is part of an agreement between the state and the Athletic Association.

Member Teri McCabe: Is there a schedule or plan in place for State Championships yet?

Todd McKee, Assistant Superintendent Secondary Ed: Those dates are in place, they are set by the association a year in advance and we are prepared for those.

### **Discussion, Information: H. COVID Update**

Vice President Melanie Hall: I just want to start with an update on the safety committee, and then we will open it up to Keith to talk about the plans they've been working on. Jason Garrison, correct me if I'm wrong;

- 300 students tested on Monday at Timpview and not a single positive test. Provo will be tested soon. They are able to put those test results in Red Cap.
- We are gearing up to get other activities and sports tested.

- Employees had the opportunity to get a rapid test this Friday and we had about 80 tested, and 0 positives there as well.
- We will start giving vaccines this week to staff members that want it
- Employees please work with HR to get tested or to sign up for vaccines. Please fill out the survey so we know how many vaccines we need. We encourage you to get the vaccination.
- With the holiday reset - Currently, every school is under 5 positives.
- New Guidelines for COVID, as of December 18th.
  - Only for exposures that happen in school.
  - If the school can verify that exposures happen with face masks on both people and if the person exposed does not have symptoms, the exposed people do not have to quarantine.
  - In the past if we hit 15 or more at any school, we had to start the conversation with the health department about going online or shifting down a phase. Now it is 15 for schools with less than 1500 students, 1% for those over. For THS that would be about 26 positive cases and PHS that number is about 22.

At our last board meeting we asked the district to work on a plan to get more face time for our students in school. With the plan that the superintendent will present to us, I can say that the district has been very thoughtful and deliberate in their suggestions.

Superintendent Keith Rittel: We were tasked by the board to increase instructive hours at our schools. We looked at two main options that the board had been thinking about, one was to move to full days M-Th, or extend the week to include Friday, staying with partial days. Our Executive District Council met several times to discuss this. As a council we leaned slightly toward the extra day plan instead of extra hours, one main reason is because of the need there to add in time for high school lunches. It would be difficult to social distance during lunch for the high schools. We would have to cut the students into 4 groups for 4 lunches a day which would be a great disruption to the schedule and defeat the purpose of trying to get extra instructional hours. Another benefit is that the regular time custodial staff has to disinfect the buildings remains the same after school. We could also go back to attendance taking instead of participation ratings if we add Friday as an at school day. We are not getting great data from participation tracking. It attempts to comply with state law, but it is not really clean data. One issue is that teachers are really bending over backwards to do home study prep. We would have to limit home study from this point forward. Looking back, we should have used the home bound approach we had in place for long term sickness, we have a homebound students policy. If we have to hire some additional teachers to handle homebound instruction demands, we are prepared to do that through the remainder of the year. We also think it is wise to tie the vaccine plan to this shift. We had proposed moving to this model on January 25th. That of course is negotiable, it's up to the board.

Member Rebecca Nielsen: 1200 employees that want the vaccine, but we only have 500 tomorrow - how do we get everyone vaccinated?

Doug Finch, Assistant Superintendent Student Services: We still need to hear from about 30% of our employees to see if they choose to take or decline it. The state has estimated for us that we will get about 250 doses a week after tomorrow. It will take us 6-7 weeks to get everyone vaccinated with the first dose. Second doses start 4 weeks after the first dose. First and second doses will most likely overlap. We anticipate doing vaccines certainly through the month of February and likely into March.

Superintendent Keith Rittel: This is one of the reasons we need to hear from everyone - even if they say no. We need to know how many doses we will need. We and the state need to plan. I told the health department we would need 1400 but that number will likely go up.

Member Rebecca Nielsen: I'd also like to know about bringing back the attendance policy. Will it be modified? Will 10 days out still send kids to truancy court?

Superintendent Keith Rittel: We haven't looked at the details yet, but it is an option with going to 5 days a week.

Member Rebecca Nielsen: I like the idea, more accountability is important, but we would need to be lenient with medical reasons.

Superintendent Keith Rittel: Medical reasons would likely fall under homebound policy.

Vice President Melanie Hall: If we move ahead with this and hit our threshold and have to go back to Phase 1, what would that look like? Would it be 4 days again or all 5?

Superintendent Keith Rittel: It would probably be fairly simple, we already have that schedule built and would just go back to that alternating days, M-Th and rotate the holiday Mondays off. We could negotiate that - Social Distancing would be part of that.

Member Rebecca Nielsen: Why not just do 3 days and 2 days? In 2 weeks it will even out with days for students.

Member Nate Bryson: Cleaning on Fridays was one reason.

Member Rebecca Nielsen: Additional prep time for teachers was that also a concern?

Superintendent Keith Rittel: Yes and yes, there would be room for negotiation, but we would need to remember those things and it would only be 2 weeks. That is kind of a reset period to calm things down and is only temporary - 2 weeks has been the normal time for that.

Vice President Melanie Hall: On the safety committee we look at numbers and we also look at the 14 day window and know who will be coming off when, so we can kind of project what will happen there.

Member McKay Jensen: How are we on staff burn out, subs, etc. Are we far back from that red line of not being able to operate schools with the numbers of staff out?

Deputy Superintendent Jason Cox: Great Question. With each phase change, there has been that level of frustration. One of the positives of this year and our schedules so far, with substitute issues, we have been using people in the building so rather than having to worry about Kelly not having people, we have been able to use district employees. So substitutes aren't really a stress. But any change we make causes stress. We spoke with a group of teachers, one from each building, in preparation for this meeting. The preference there was 5 days a week instead of 4 overall. With bringing the vaccine on, we used high risk and age to determine the invite for this first round of 500 vaccines.

Member McKay Jensen: We have learned that the district doesn't move on a dime. Our employees work harder, struggle a lot more, and push themselves to a higher level. We hear a lot that students aren't getting sick. I like that conversation, because we know what we need to do for our students. The students aren't getting sick, but staff is important too. We can't keep kids in school if staff isn't there.

Deputy Jason Cox: The teachers are worried about numbers of cases, but also worried about supporting students as much as possible. That is still the rub. So not all want to make this change, but most are willing to if the board decides to do that.

Member Teri McCabe: Do the employees that need mental health care know where they need to go to get that?

Deputy Superintendent Jason Cox: We have all the wellness information out there, we also have social workers available to staff as well as students. We have been worried about that and have made efforts to get that level of support out there.

Member Gina Hales: Did the teachers talk about the timing on this? How are SEPs in elementary going to add to teacher stress?

Deputy Jason Cox: The teachers asked for at least 2 weeks. They suggested that we wait until after SEPs - which would be after the first week of February.

Vice President Melanie Hall: And the vaccines? Where will we be then?

Deputy Superintendent Jason Cox: After 4 weeks we will have a little over half of our staff having the first dose if we really do get 250 doses next week.

Superintendent Keith Rittel: The numbers on the doses of vaccines we will get are tentative, so we don't know for sure how many we'll have each week. We have to share with charter schools and private schools too.

Member Rebecca Nielsen: When we need the second dose will our 250 have to cover second doses too?

Superintendent Keith Rittel: We will get more doses for second doses.

Member McKay Jensen: Politically they are trying to moderate expectations - I think numbers will go up quickly. National policies are changing about when boosters are given, they want to get as many 1st doses out as possible.

What about students getting the vaccine, what have we heard about that?

Doug Finch, Assistant Superintendent Student Services: As of now, you have to be 18 or older.

Member Jennifer Partridge: If we make a change, we want to make sure we are making the best decision for all the students, staff and community. If not, we shouldn't change. I feel like taking away or limiting home study for elementary is a given, but is it necessary for secondary?

Todd McKee, Assistant Superintendent Secondary Ed: The original thinking was that transition back and forth is hard, when those short term kids would need help coming back and staying caught up. We had hoped putting things on canvas would help with that. It has evolved into a much bigger problem - students have wanted to do this for a full quarter with their classroom teachers. That is a heavy burden for a classroom teacher in how they help those kids, the kids that are out sick and the kids in class. For those out for longer terms, the home bound program will support them and lessen that load on the teachers. Even if we limit home study responsibilities for teachers of those students that are in this for longer periods, we will still have short term students out and that will still be a challenge for teachers and students, especially as they transition back into class. It is a burden, but they kind of have a handle on it for those short term absences.

Member Jennifer Partridge: My son was watching a lecture from his teacher but he hasn't missed any school. Are teachers doing more because of less hours? If they are in school on Friday will they stop doing that extra work?

Todd McKee, Assistant Superintendent Secondary Ed: The teachers are trying to do as much as they can to catch kids up. They want to provide as much as they can for each student. That is one of my concerns about adding time, there are those teachers that will continue to do as much as they can and will have less time.

Member Nate Bryson: Between the students that are home sick, and that 20-30 percent that are just not participating and no one really knows where they are, teachers are having up to 40-50% of students on their rolls at home on home study and that is a great burden. How do we reach that 20-30% that just aren't participating?

Todd McKee, Assistant Superintendent Secondary Ed: That is a problem. That group existed pre-COVID. I wouldn't quote exact numbers without the information in front of me, but we have traditionally had students that we have to work harder to get engaged. We've always had those that were sick that we had to work with. The new twist is the long term home study that they haven't had to deal with in the past. That disconnected group has always been hard to reach, with the old, normal system, we

would see those kids at least once in awhile, the difference now is that we might not see them at all. The participation score we are using has helped us a little with that. Our schools have also worked hard to reduce the number of long term home study students. We are also working hard to reconnect with that group that is not participating.

Member Nate Bryson: Those are the kids I'm worried about and it is why I want to move to this new schedule. Will this move help those kids?

Todd McKee, Assistant Superintendent Secondary Ed: Will it move the needle enough? I can't say at this point. I think every move we can make to get kids in front of teachers helps in the trajectory. We are very concerned about these kids.

Vice President Melanie Hall: in the move from phase 1 to phase 2 have we seen an increase in participation with those students?

Todd McKee, Assistant Superintendent Secondary Ed: Not enough time has passed for us to know at this point.

Member Teri McCabe: Doug, Kids are struggling, do the kids and parents know where to get the help they need for mental health?

Doug Finch Assistant Superintendent Student Services: The hard thing with that is getting them to self report, usually a teacher or someone helps them see they need extra help. So time in front of teachers helps with that. We have social workers in every school. our secondary schools have always had school counselors, but now we have trained social workers in every school. Safe UT app is also helpful and we get a lot of activity on that on a daily basis.

Superintendent Keith Rittel: Is the help line we initiated in the spring still in place?

Doug Finch, Assistant Superintendent Student Services: We monitored that all through spring and summer and the activity there was so low it was hard to justify keeping it. So we are really encouraging Safe UT app and other resources instead.

Member Teri McCabe: I'm glad you asked that Keith, I used the number and it sent me to the social worker at Spring Creek. Does that need to be fixed?

Doug Finch, Assistant Superintendent Student Services: The social workers work together, so that number is still helping people find someone they can go to for help. I'm glad you got someone in your neighborhood when you called - that's great.

Superintendent Keith Rittel: Teri, the answer to that question is we hope so. We have worked to get that information out there and though we don't know how to measure how effective those efforts have been, we continue to provide that information for all.

Member Teri McCabe: Can this information be included in the parent information schools send out?

Superintendent Keith Rittel: Yes.

Doug Finch, Assistant Superintendent Secondary Ed: Yes, It has been and we can make sure it continues. We'll work with principals and make sure they are providing this information for families.

Member Nate Bryson: I have a question for McKay, the USBA talked about money that would be coming in. Is it too early to talk about what we are going to do with that? What kinds of interventions we will be doing? Will we mainly be using that money in interventions to catch kids up?

Stefanie Bryant, Business Administrator: Is that the second round of CARES funding that you are referring to? Yes, in council we have discussed a lot about using the majority of those funds for catch up. We don't know a dollar amount yet, but we should soon.

Vice President Melanie Hall: Will you have those numbers by our next study session?

Stefanie Bryant, Business Administrator: Yes, I have a meeting this Thursday, so we'll know those numbers by tomorrow or Thursday and then they will be allocated next week.

Superintendent Keith Rittel: We are actively, aggressively working on a summer school program and other things that will include credit recovery and all kinds of additional learning experiences for students that have checked out over the year. It will be for all students K-12 that need it.

Vice President Melanie Hall: Going along with catching kids up, I asked the question how kids are doing compared to last year and it was alarming to see the numbers and I just want to share them so the public can see what those are. Syd Dixon the state superintendent said that 20% of kids were failing at the end of last year and on top of that, up to 20% more kids are failing now. Which is an alarming rate compared to last year. So Centennial Middle School was at 5% incomplete for this term compared to first term last year - this is first term because second term numbers aren't available yet. We're now at 19.22% incomplete at first term, that's about incomplete at first term that's about four times as many. Dixon Middle School was 4.67 last year to 19.68 percent now. Provo High School was 11.96% and now it's at 30 percent. Timpview High School was at 9.64% last year and is it about 18% this year. If you look at elementary, some grades are just off by one or two percent but first grade was the most alarming to me. They were last year at 26% well below the benchmark and they're now currently at 46 percent, so these are alarming rates. These are things we need to take into consideration about going forward with more time for kids.

Member Jennifer Partridge: I have a question about home study. First of all with this proposal we are saying that home study would be changed or phased out? Adjusted, I guess. If we decide not to move forward with more instruction time for our

students, will we still make that adjustment for home study? How are we approaching that with the families who are currently doing home study and are participating?

Superintendent Keith Rittel: In answer to your first question, I would anticipate that one way or another we need to make some adjustments. The burden on teachers is clear and I need to say this openly to the public, the current education system that we have in Provo could adapt over time, but as it stands right now, we are not prepared to have the same teachers running full in class options and full online options at the same time. We haven't cracked that code yet. There may be ways to do it effectively, but we are not there yet. That is why teachers are feeling overwhelmed, they are working twice as hard as they ever did because they are dividing their services up between students right there in front of them and today and then a group of students that they'll see online later on today.

For your second question, about approaching the families about these changes, I met with Todd and the secondary principals in a PLC and I assume the same is going on with the elementary principals, they are doing a great job of talking to different parents and families about some of the challenges. We have already seen numbers decline significantly, but we do have two schools that have comparatively high numbers, so we're going to have to have some conversations with parents about what we can provide and what we simply cannot. We may be able to do a little better than just shutting things down. We want to help, we want these people to have confidence in the system and to come back. So we may have to hire additional staff to help, we have to have conversations about what is reasonable. In our meeting recently with some teachers from every school, one of the biggest frustrations is all the work they are putting into the online portion for students that never log on. I told them they have to be talking to their principals about those students so we can find different ways to reach them. There will be a comprehensive approach to this depending on the family. We are not trying to jam everyone into the same box.

Member Jennifer Partridge: Ok, so am I understanding correctly that for those that are participating well we will shift things so someone else, a homebound specialist teacher or something, is responsible for homebound students to alleviate the burden on the classroom teachers?

Superintendent Keith Rittel: Yes.

Member Rebecca Nielsen: So would that mean that the teachers would no longer be required to put everything online that they are doing in the classroom every day since that burden would be shifted to a different teacher?

Superintendent Keith Rittel: I think we would probably negotiate that teacher by teacher, grade by grade. Some teachers are ok with it, for some it's a burden, but someone would need to be making sure that material is made available to all the students whether it's the classroom teacher or whether it's the homebound coordinator.

Member Jennifer Partridge: I have heard from some of the schools that teachers are told, being ready to move completely online is still an expectation. I don't see that happening, we would just move to phase 1 if we had to - can we adjust the feeling of the teachers there? Make sure they understand that if that was necessary we would understand that they would need a day or two to adjust?

Vice President Melanie Hall: Going fully online would only happen if we didn't have enough staff to keep the school running.

Superintendent Keith Rittel: We just have to work out a few details. In the secondary principals meeting I was in last week, some principals were ready to start with these changes right away. I let them know that the proposal was still subject to board approval and that then we would need time to work out the details.

Vice President Melanie Hall: Do we need to make a motion on this in the business meeting?

Member McKay Jensen: We have only been in school 6 days. Our numbers are good now, but I'd like to be looking at something instead of guessing about what we should do. I'm worried about that. I'm worried we are rushing. Our breaking point isn't our students. It is our staff, janitors, bus drivers, everyone else. I don't even know what our trend is.

Vice President Melanie Hall: We are out of time, we will continue this discussion in the business meeting.

### **Discussion: I. Consent Calendar Review and Questions: Melanie Hall Consent Calendar Review and Questions, Pres. Melanie Hall**

#### **Issue**

The Board of Education is required to approve items in the consent agenda as part of their legal responsibility.

#### **Background**

At every board meeting, items come to the agenda that need little if any discussion or debate either because they are routine procedures or already have unanimous consent. A consent agenda (Roberts Rules of Order calls it a consent calendar) allows the board to approve all these items together without discussion or individual motions. Depending upon the organization, this can free up anywhere from a few minutes to a half hour for more substantial discussion on other critical agenda items.

The consent calendar of the Board of Education of Provo School District contains routine items and reports related to approval of minutes, appointment or termination of employees, decisions related to school choice, the monthly financial report including purchases over \$50,000, and other reports requiring no formal Board action.

At times, Board members have questions related to the consent calendar. We encourage Board members to contact staff directly prior to the meeting to explore your questions. However, to facilitate the efficiency of the regular Board meeting, staff desires to provide time for consent agenda questions (if any) during the study session.

Staff recommends Board members fully understand the contents of the consent calendar and recommends its approval; however, no Board action is permitted in the Board study session.

**Discussion: J. Upcoming Google Calendar Items: Melanie Hall  
Upcoming Google Calendar Items, Melanie Hall**

**PTA Presidents and Principals Meeting (Cancelled)**

January 19th, Tuesday, 9:30am-11:00am

**Study Session**

January 26th, Tuesday, 7:30am-9:00am

**PTA Executive Meeting**

February 2nd, Tuesday 9:30am-11:00am

**USBA Meeting (Day on the Hill, board members invited)**

February 9th, Tuesday, 8:30am-2:00pm

**PTA Presidents and Principals (Founders Day)**

February 9th, Tuesday, Presidents drop in only between 12-1pm

**Study Session/Business Meeting**

February 9th, Tuesday, 5:00pm

**Action: K. Motion to Adjourn**

I move we adjourn the study session.

Motion by Jennifer Partridge, second by Rebecca Nielsen.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

**2. 7:00 p.m. Business Meeting**

**Procedural: A. Welcome: Melanie Hall**

**7:02pm**

**Procedural: B. Roll Call**

Stefanie Bryant, Business Administrator; Gina Hales, Board Member; Jennifer Partridge, Board Member; Rebecca Nielsen, Board Member; Melanie Hall, Board Vice President; Keith Rittel, Superintendent; McKay Jensen, Board Member; Teri McCabe, Board Member; Nate Bryson, Board Member

**Procedural: C. Pledge of Allegiance**

Lisette Blanchard, Lead Counselor, Provo High School

**Procedural: D. Oath of Office for Elected Board Members and Election of Board Leadership: Stefanie Bryant, Business Administrator and Board Clerk**

**Issue**

The Utah State constitution requires each elected Provo City School District Board of Education member to take an oath of office before taking official action. Also, the Board of Education must hold elections for president and vice-president.

**Background**

The Utah State Constitution states:

Article IV, Section 10. [Oath of office.]

All officers made elective or appointive by this Constitution or by the laws made in pursuance thereof, before entering upon the duties of their respective offices, shall take and subscribe the following oath or affirmation: "I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this State, and that I will discharge the duties of my office with fidelity."

In November of 2020, two Provo City School District Board of Education members were elected or re-elected. Before they can enter upon the duties of their office, they must take an oath of office. The newly elected members are Teri McCabe and Gina Hales.

**Recommendation**

Administration recommends the Business Administrator, as the board clerk, administer the following oath jointly to the newly elected board members.

(Please raise your right hands and repeat after me)

I do solemnly swear,

that I will support obey and defend,

the Constitution of the United States,

and the Constitution of this State,



and that I will discharge the duties,  
of my office with fidelity.

Oath taken by newly elected board members.

After the oath, administration recommends the business administrator open nominations for board president with the following election procedure:

The board clerk opens nominations for board president  
The nominations are closed  
The Board elects a Board President (by ballot if multiple nominations)  
The board clerk turns the meeting over to the newly elected president  
The new board president opens nominations for board vice-president  
The nominations are closed  
The Board elects a board vice-president (by ballot if multiple nominations)

**Action: E. Nominations for Board President**

I nominate Melanie Hall for Board President.

Motion by Jennifer Partridge, second by McKay Jensen.

Final Resolution: Motion Carries, Vote to Accept and Appoint Melanie Hall as Board President follows:

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

Voting was unanimous.

**Action: F. Nominations for Board Vice President**

I nominate Rebecca Nielsen for Board Vice President.

Motion by Nate Bryson, second by Jennifer Partridge.

Final Resolution: Motion Carries, Vote to Accept and Appoint Rebecca Nielsen as Board Vice President follows:

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

Voting was unanimous.

**Procedural: G. Opening Remarks: Rebecca Nielsen**

Vice President Rebecca Nielsen: I found my favorite teacher of all time on social media recently. It was a great experience to reconnect with her and I remembered many good things that happened with her and others while I was in school. I want to pay tribute to teachers. Teachers are wonderful. They do so many things, teach the basics, fill shoes of what parents can't do, social workers, psychologists, roles wide and vast and they do so much. I want to pay tribute to teachers in our district and everywhere.

Prayer.

**3. Community Connections**

**Recognition: A. Employee Recognition: Provo Way Award Recipients Presented by Jason Cox, Deputy Supt.**

Erika Halford, Benefits Specialist, District Office  
Cat Minor, Wellness Specialist, District Office  
Shauna Sprunger, Communications Specialist, District Office  
Hannah Medina, Westridge 4th Grade Teacher  
Juliana Rocha, Lakeview Instructional Aide  
Tia Yazzi, Sunset View Kindergarten Teacher  
Miriam Rodriguez, Spring Creek Kitchen Manager

[Provo Way Awards Video Presentation](#)

**Report: B. School/Department Report: High School Counseling, Nate Warner (20min)**  
**School Report to the Board of Education: President Melanie Hall**

**Issue**

The Board has developed a schedule for school/program reports in public board meetings. The Board believes that such school reports help the board and public to better understand what is going on in Provo City Schools, and allows the individual schools to show the evidence of their work.

**Background**

Beginning in the 2012-2013 school year, the Board accepted a new format for school reports in public board meetings. The new format includes

- Demographic information about the school
- Student assessment data
- Challenges the school faces and how the challenges are being addressed
- Points of pride
- The opportunity for questions from the board.

## **Recommendation**

The Board thanks the school for its presentation and the tangible efforts toward improving education for students.

Nate Warner, District Counseling Specialist/Timpview Guidance Counselor: Happy to be here, we work under the Student Services umbrella and we are grateful for the working relationship Doug Finch has with the counseling departments. The following is information on the work we have been doing. I have counselors from some schools here to help me present it. I appreciate the counselors that are here tonight.:

Monique Hadley - Lead Counselor Timpview HS  
Karen Glenn - Lead Counselor Dixon MS  
Arica Sumner - Lead Counselor Centennial MS  
Lissette Blanchard - Lead Counselor Provo HS  
Sherri Johnson - Counselor Independence HS

## **Provo School District Student Services Department**

### **Utah College and Career Readiness School Counseling Program Model**

### **Board of Education Annual Report/Board Adoption Letter January 2021**

## **Our Mission**

The College and Career Readiness School Counseling Program strives to have every student in the Provo School District graduate from high school with the skills, knowledge, and vision essential for college, career and life readiness. This counseling model empowers School Counselors to place themselves as educational leaders in their school systems and establish a foundation for school improvement. School Counselors are partners and collaborators in school improvement and advocates of social justice for all students.

## **Delivery Components**

- Plan for College and Career Readiness is a process designed to help individual students establish personal, academic and career goals. School Counselors have individual and group meetings with all students at every grade level and use an electronic CCR Plan on PowerSchool to help students establish career goals and create 4 Year Plans. The student engages in next step planning, monitoring, and managing his or her goals toward college and career readiness with guided support from the school counselor and parent.
- Collaborative Classroom Instruction provides students with opportunities to acquire knowledge, attitudes, and skills in four areas of development: Academic & Learning, Life & Career, Multicultural & Global Citizenship, and Social & Emotional Development. In systemic practice, school counselors support teachers with the distribution of knowledge and skills in areas where counseling expertise can enhance student academic learning and personal development.
- Systemic Approach to Dropout Prevention with Social-Emotional Supports is a system of responsive services used by school counselors to promote student engagement, which is vital to dropout prevention. School Counselors offer a range of services along the continuum which include Collaboration, Individual and Small Group Counseling, Referral Resources, and Crisis Counseling.
- Systemic Program Management consists of management activities that establish, maintain, and enhance the total school counseling program. School counselors use their leadership and advocacy skills to promote systemic change by contributing their valuable counselor time to professional development, data analysis, technology use, outreach, fair share responsibilities, management activities and professional learning communities.

## **2020-21 Quick Facts**

- There are 21 School Counselors in PSD. We have dramatically increased the number of school counselors in the District in order to lower the Counselor to Student ratios. The Counselor to Student ratio in Provo School District is now 1 to 327. Thank you, School Board! Very appreciated.
- Provo School District had a graduation rate of 89.3% for 2020 graduates. State average was 88.2%. PSD has seen a significant improvement in the graduation rate over the last 5 years and counseling support and advocacy for all students has been instrumental.
- 13 of the School Counselors serve on one of the six District Multicultural Advisory Committees.
- There are 18 Social Workers in PSD, including 5.5 in the Secondary Schools, who provide valuable resources and supports to students and work hand in hand with the School Counselors to promote social & emotional well being and advocacy for all students. Thank you, School Board!
- All high schools sponsor a Utah College Application Week (UCAW) where senior students meet with school counselors to complete at least one college application. We have seen a significant increase in students applying to college and going to college because of this program that launched several years ago. Provo HS seniors completed 330 college applications in 2019- 2020. Timpview HS seniors completed 625 college applications and 1129 transcripts sent to colleges in 2019-20. Independence HS had 24 of 48 senior's complete college applications this year.

## **School Highlights and Data Projects**

Provo High School: 92.8% Graduation Rate

- Provo has 6 School Counselors and a Counselor to Student ratio of 1:323
- 150 CTE Pathway Completers
- Creation of Familias Unidas committee to be more responsive to needs of Hispanic community
- Increase of FAFSA completers from 30% to 39% in 2019-20
- Provo students will have 3 grade level Individual CCR meetings with School Counselor.

*Data Project 2020-21: Increase in 12th grade FAFSA Completers from 39% to 41%.*

Timpview High School: 93.1% Graduation Rate

- Timpview has 6.5 School Counselors and a Counselor to Student ratio of 1:363

- Timpview 2019-20 graduating seniors earned approximately \$2.5 million in scholarship money
- Creation of Food Pantry to be more responsive to students who may experience hunger
- Counselor one on one meetings with ELL Students Quarterly to support their academic progress
- Running many small groups (before COVID) to support students with Social & Emotional needs
- Extra summer support for seniors who don't graduate so they can earn their diploma by the end of the summer
- Counselor support of Special Education & ELL Student Scheduling and Content Link placement to improve graduation rates
- Creation of Counselor/Tracker/Admin teams to track individual students and review progress in weekly Student Study Team
- Counselor support of successful AP Scholar program & National Merit program

*Data Project 2020-21: Increase ELL's pass rates in core courses of Math & Language Arts by 10%. Term 1 Language Arts pass rate was 23%, Math pass rate was 13%. Goal is 33% for LA and 23% for Math.*

Independence High School: 76.4% Graduation Rate (a 10% increase from the previous year)

- Independence has 1.5 School Counselors and a Counselor to Student ratio of 1:159
- CCR Checklist for all students.
- Counselor led field trips to MTECH or UVU for the majority of students.

*Data Project 2020-21: 80% of students will complete grade level requirements in CCR Checklist.*

Dixon Middle School:

- Dixon has 3 School Counselors and a Counselor to Student ratio of 1:312
- Counselor led groups which include a Friendship Group and a Resilience Group
- Creation of successful Food Pantry to support students in hunger
- Support and coaching of after school Intramural teams and successful inclusion of many ELL students
- School counselor support of virtual Hope Squad.

*Data Project 2020-21: Increase the passing rate for targeted ELL Students (Levels 1-3) by 23% in three core classes. In term 1 27% of ELL group passed all three cores. Goal is to reach 50%.*

Centennial Middle School:

- Centennial has 3 School Counselors and a Counselor to Student ratio of 1:398
- Creation of virtual CCR's through Canvas and Zoom option for Q&A scheduled at Parent's convenience
- Development of Counselor directed virtual CDA lessons through Canvas
- Counselor support of full Hope Squad all done virtually

*Data Project 2020-21: Increase the passing rate in core classes for targeted English Language Learners by 5% by the end of the school year 2020-2021.*

Member Nate Bryson: Thank you Nate. I have a daughter that Nate was able to help, he helped see her needs, organized her school schedule and helped her plan her future. For those of you who look at our budget and wonder why so much goes here, it's not teachers, it's not buildings, but this support and help they described in this report is what we are buying with that and I think it's worth the money. Thanks Nate.

Member Jennifer Partridge: How do you collaborate with the social workers and in what ways are you similar and different?

Nate Warner, High School Guidance Counselor: We have weekly meetings and sometimes refer students there or just email and ask Social Workers to meet with certain students, and sometimes, just walk them over there. We also help with the students' academic scheduling, planning, college readiness, etc.

Member Gina Hales: UCAW - I love that. Are some of our lower income students not applying to colleges because of application fees? Are there programs to help with that?

Nate Warner, High School Guidance Counselor: We have free codes for some college applications, we have paid for application fees as well. We do what we can to not let money stop someone from applying to college.

Member McKay Jensen: Technological education - do students know what is available to them there?

Nate Warner, High School Guidance Counselor: Yes, we use MTECH a lot. We also talk to students a lot about 1, 2, and 4 options for college, certification, Associates, Bachelors - let them know of all the good options, not just 4 year bachelor's degree.

Member McKay Jensen: How much time do you spend in social, emotional help and how much in college/class advising?

Nate Warner, High School Guidance Counselor: Probably around 40-50% in college readiness, academic counseling for schedules etc, 20% in social emotional.

Member McKay Jensen: Do you have enough resources in that area?

Nate Warner, High School Guidance Counselor: Probably not, more resources are always good. The Social Workers help there, they have more access to programs to help students or families. We have established a food pantry at Timpview and that has

helped a lot.

Member Teri McCabe: Does the national school counselor association have a recommendation for the ratio of counselors to students?

Nate Warner, High School Guidance Counselor: 1 to 250 is what they recommend.

President Melanie Hall: How do we compare to the other districts around us with that ratio?

Nate Warner, High School Guidance Counselor: We used to have the highest student to counselor ratio in the state. We are somewhere in the middle now, average, not as over extended as we used to be, we are very pleased with that.

Vice President Rebecca Nielsen: For our college application week, we had about half the applicants from Provo High School as from Timpview High School. Why the big difference between schools?

Nate Warner, High School Guidance Counselor: Timpview has more students in it's senior class, that reflects some of it. Also a there is a little different demographic for both schools.

Lisette Blanchard, Lead Counselor, Provo High School: Last year our graduating cohort was 435 so the 330 college applications that we had was actually really good. Some of our students don't apply because they are undocumented. So we are working on getting them more information on things like the HB144 where if they have been with us here in the states for three years of high school they can use this form to get residence tuition. We are hoping as the years go by and these programs we've started educate the parents, those numbers will increase.

Nate Warner, High School Guidance Counselor: We also have some students applying to multiple schools at THS, I helped some students fill out 15 or more applications.

Member Nate Bryson: Nate Warner has been recognized by the Health Science Division of the ACTE as the Outstanding Counselor of the year.

Congratulations (Applause)

President Melanie Hall: Thank you, Nate. I have three kids in the system. Thank you for your work.

Superintendent Keith Rittel: A few years ago, we found out that we had additional money available to hire additional counselors, and I was pushy that counselors help with graduation rates. The numbers show that you did it. Your efforts count a lot. Thank you.

### **Procedural: C. Public Input**

Alexandra Kohler, Student Body President at Provo High School: I am Alex Kohler, I'm here with members from my student government and support from faculty and parents as well. We are handing out responses from a survey we sent out. You will also be getting an email with more information soon. We are concerned that decisions are being made without our input. Specifically the stance on in person assemblies and dances. We have done research and come up with plans and talked to other schools about how they are doing these things safely. We have discussed these things with our school administration, however those decisions are above our admin. We know that these activities can happen safely and we know that you as a district are the ones to help us get there. The decisions that you make directly affect us and while well intentioned I'm sure, it's hard to understand where you come from when you are not in our classrooms, not in our hallways, or talking to the student body. I'm speaking to you as a student whose job it is to represent students and we are struggling. I'm sure you notice it in our academic performance in our apathetic actions and I'm sure our parents see it too. I want to share a few responses from the survey that we put out; one says that it is hard to go to class when you know nobody notices if you are not there, another says, "Before the pandemic I never struggled with mental health. This school year, I have thought about taking my own life more than once." And finally, "If this keeps going on, I don't think I want to be here anymore." These are my peers, these are students that our teachers interact with everyday. As a community we see COVID numbers, we see the physical toll it takes on people and we know the economic impact but we will never be able to quantify the mental toll that it is taking on students. We are at a crucial point in our lives where we need these interactions because they will shape our futures. All of these bad experiences will carry with us into adulthood, with none of the positive ones we've expected for our entire childhood. We understand that you have been working tirelessly to get us back to normal, but the part of normal that is most fulfilling are these interactions with other students. Excuse me for making the assumption that every adult in this room was able to attend a dance in their senior year or stand with their classmates in an assembly. I can see the way these experiences have shaped me throughout high school as I'm sure you all could as well. These experiences are so important to us and we are asking you to work with us to make safe dances and assemblies happen with social distancing and any safety protocols you see necessary. We look forward to following up with you and addressing these concerns together. Thank you.

Heather Ambler: I am a teacher and a parent in this school district. My children are right there and I have been teaching at Dixon the last four years, but this year I am an eSchool teacher because of health issues and I was very nervous to come back in person. I am nervous about having my kids in school in person. I want them to continue to learn at home but have a connection to their teachers, and not lose a spot in Spanish dual immersion or their school choice. I want them to continue to be eligible to get lunch at their school which isn't available through eSchool. Their dad has been unemployed for the duration of the CoronaVirus. I really appreciate what you have been doing and options you have given to us. I just want you to keep those options available to us. I know their teachers are not overburdened by the home study option, at least for my kids. My teacher friends at Dixon are saying that home study isn't a problem for them either. Maybe it was at first when the expectations were unclear, but the reality for my kids is they go in once a month to take a test, and then they do the rest at home with me. And they are happy. They would be happier if they were at school, but we just had our second highest week in Utah casewise and I'm not ready to send my kids back to school yet and I haven't been vaccinated yet, but I'm really hopeful that I will be soon, and I want my kids to be able to go back to their real school. Thank you.

#### **4. Business Items**

##### **Action: A. Approve Policies**

I move that we replace Policy # 4405 with 4406.

Motion by Jennifer Partridge, second by McKay Jensen.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

##### **Action: B. Approve 2021 Board of Education Meeting Schedule**

I move that we approve the 2021 Board of Education Meeting Schedule [with any changes made in study session].

Motion by McKay Jensen, second by Rebecca Nielsen.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

##### **Action: C. Approve Budget Requests and Adjustments**

I move we approve the budget requests as discussed in study session.

Motion by Nate Bryson, second by Gina Hales.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

##### **Action: D. Approve Schedule Change**

President Melanie Hall: We aren't ready for a motion yet, let's continue this discussion on the schedule change.

Vice President Rebecca Nielsen: I feel like with the information that we received on vaccinations and when most teachers would be vaccinated, I would be inclined to go with a schedule change after SEPs. I like the idea of moving to 5 partial days a week, and being more comfortable with vaccinations started with most teachers by then, it could be like the mark that we are looking for that McKay mentioned.

President Melanie Hall: The SEP dates are not the same for elementary and secondary students, they are a week apart so if we wait for both that will push it back even further.

Member Nate Bryson: The problem with waiting for vaccinations is that it's not really effective until another month after and then there are just so many dates. I don't know how we can tie it to vaccinations. We can, because it's always better later, I just don't know how we'd do that.

Member McKay Jensen: For me, we have another board meeting on the calendar, I don't see a reason to change prior to that board meeting. We really want to give at least a week's advanced notice, two weeks would be really good. I don't think we really need to take any action today because of the things we don't know. Coming out of Christmas break we reset all the numbers so things look really good right now, but we've only really had 6 days back. We want our kids in school, we want more instructional time, we want our kids to be safe. The things we don't know after one week of instruction after the holidays is troubling to me. We have another meeting this month and we will know more then and can make a better decision at that point.

Member Jennifer Partridge: The thing with that though, is that we are talking about a change that is three or four weeks out and we really won't know much more in two weeks. Teachers want as much time as possible to prepare. I also don't see the difference a few hours a week makes in terms of safety.

Member Nate Bryson: And if we wait, we get closer to the next term so we will be thinking ok, why not wait until then. We just keep pushing it back. We never know where we are going to be then, this whole thing has just been so fluid. Right now seems to make sense because we have the end of the term, we can tell those that have been doing home study that it will be adjusted.

Member Gina Hales: I am concerned about consistency. I actually could support any of the things that have been put on the table. Like when we moved the high schools and then two days later we had to pull them back - it caused so much grief, especially for the teachers. I can also see Jennifer and Nate's point about continually pushing this decision back. I worry about the consistency for the mental health of our teachers, but also for our families and students.

Member Teri McCabe: Is it possible to separate our vote on home study and the schedule change?

Superintendent Keith Rittel: We can do whatever the board wants us to do. One of the reasons we combined them was the time that teachers spend on prep on Fridays and in the afternoons. So in thinking about taking some of that prep time away, we wanted to help by adjusting Home Study.

Member Nate Bryson: I have received many emails today from students not wanting us to change their schedules because it would interfere with work or ballet or other hobbies or their personal time. The more we delay, the more everyone gets used to the time off instead of expecting school to be all day every day.

President Melanie Hall: We have been trying to find a target the whole year and have not been able to find it. I have a hard time postponing again. I just think we need to decide something and move forward with it, even if it is 3 or 4 weeks out, knowing that there could be a change. That just is the nature of this beast, we don't know with COVID what the future could hold. But we do know we want more time for our kids.

Member McKay Jensen: Sure, and we do know some of the things we could learn. In one week we can start to see trend data in our schools, by the 28th of this month, which is our next board meeting, we'll know more about vaccine availability. In our neighboring districts we have one going 5 days a week, one going 4 days a week.

President Melanie Hall: But their elementaries are all going 5 days a week.

Member Jennifer Partridge: That can be an option for us as well, we could consider moving elementaries to 5 days a week.

President Melanie Hall: Right, but if we are looking at consideration for teachers, they are all teachers and vaccinations are the same for all.

Member McKay Jensen: So right, if we split will transportation work? And how many teachers have we received emails from saying if you remove home study I'm going to do it anyway?

Stefanie Bryant, Business Administrator: Right, so as long as the bell schedule doesn't change, transportation can run, child nutrition can adjust pretty easily, facilities can probably adjust but they will need notice to figure out how they will run the two different schedules.

Vice President Rebecca Nielsen: We are saying there are a lot of things we don't know. That's certainly true, but I think we have been in this long enough that there are some things we do know. We do know that our engagement is awful. We know that our students' grades this year compared to last year are a lot lower. We know that the kids that came in this year at the beginning of the year were way less prepared than kids last year. So there are some things that we do know and those are the things that compel me to move sooner than later. I just suggested vaccines as maybe a mark we are looking for, but I'm not opposed to the 25th. Maybe the solution is to just jump in because we may never know what our target ever is.

Member McKay Jensen: Alex, what's our staffing like in the elementary schools? Are we on the edge? Are principals standing in the classrooms? I know we just got out of Christmas break - so we should be pretty good.

Alex Judd, Assistant Superintendent Elementary Ed: We have more cases with students right now than staff in elementary and we are doing ok.

Member McKay Jensen: So adding Friday will not change much for them?

Alex Judd, Assistant Superintendent Elementary Ed: No, it won't change much for us.

President Melanie Hall: And what about professional development on those Fridays, what will that mean for them?

Alex Judd, Assistant Superintendent Elementary Ed: It will impact that quite a bit because that time would no longer be available for teachers.

Member Jennifer Partridge: So we started asking these questions back in November about the right balance between in school instruction time and having the right amount of preparation time for teachers, the vaccine is a new positive development. We need to decide if we are at the right balance now keeping in mind our concerns about engagement or is it time to have more in school instruction? Then once we determine that, then we can decide the timing of the change if needed.

Member Gina Hales: Maybe this is a question for Todd, do we know if the districts around us have better attendance/engagement? Because if they are having the same issues, I don't know why we would move.

Todd McKee, Assistant Superintendent Secondary Ed: That's a good question and I can find that out tomorrow.

President Melanie Hall: In terms of face to face time they have had more than us because they all started 5 days a week at the beginning of the school year.

Member Gina Hales: Yes, my question then is has that helped at all with their student engagement and grades and attendance? Because I don't think we should compare ourselves to others all the time, but if they are doing better with those issues we are worried about that Rebecca listed that we know, then we need to change direction. If they are having the same failure rates and issues that we are, I want to rethink that.

Superintendent Keith Rittel: I think one of the big challenges right now is that we are at an awkward time to try to collect that data. Being at the end of the semester right now, we would know better in probably about 10 days.

Member McKay Jensen: Am I right in assuming that longer hours with lunches and busses, is that just undoable?

Superintendent Keith Rittel: Transportation is doable if we do it all across the system, lunches will be really hard because of the social distancing requirement that we have.

President Melanie Hall: Dixon runs three lunches right now, but they have half the population of Timpview.

Stefanie Bryant, Business Administrator: Yes, for child nutrition it wouldn't be that much harder, the issue is the scheduling that would need to be changed all around to accommodate that.

Superintendent Keith Rittel: Yes, you would have all kinds of classes disrupted, schedule changing would limit the point of adding more instructional time.

President Melanie Hall: I think that phase 2 helped with morale and in my opinion adding Friday will do that as well, I think we should move ahead with this.

Member Jennifer Partridge: I've been concerned and this is certainly not everyone, but there are plenty of families out there that treat the Fridays off as a three day weekend. Secondary is a little different, but in elementary, teachers are working to assign

things for Friday and students aren't doing them. One of our jobs is to educate our students, that's our primary job. I think having school on Fridays would send the message that we care about that and that school is important and we want it to be important to our students and we are here to help them and give them that face to face time and increase that instruction time.

Superintendent Keith Rittel: We will implement any program the board wants to give us to do.

Vice President Rebecca Nielsen: I want to emphasize that if we do go back to 5 days, I really want to implement an attendance policy again. Because we can add more days, but that doesn't necessarily get kids back in school again.

Member McKay Jensen: Just remember that our numbers are so high. Our 30% infection rate compared to Oregon's 3% - it's significant.

President Melanie Hall: McKay, we know the numbers are high, we can't argue with that, but can we agree that kids are safest in schools?

Member McKay Jensen: I think we would have universal success if we talked about just elementary schools.

Member Nate Bryson: I'm not sure our numbers were better in Phase 1. They were horrible then. I just don't see the benefit to waiting.

President Melanie Hall: I think we also have to remember that we will continue to change things if needed. Under the direction of the Health Department, if needed, like Gina brought up, last time we had to make a change after 2 days and we did it. We'll do it again if we need to, but we need to make a decision to move forward.

Member Nate Bryson: Especially if we are testing up to 60% of students regularly.

President Melanie Hall: It was encouraging to see that we had 0 positives in our testing of student athletes. They are taking it seriously and want to do what it takes to stay well and play.

Member McKay Jensen: Yes, in Alpine too, they tested 20,000 kids and only 20 were positive. So students are fine, but I still worry about faculty, we are missing some people in this room that are usually here.

Stefanie Bryant, Business Administrator: We do track that everyday in safety committee. The numbers are low now. Transportation is the hardest thing to cover, if we have 6 drivers out then we would be in a position where we would have to look at closing routes. Drivers have to be certificate to drive busses. We could need to shut down one or two routes. We have been lucky and it has been fairly level and manageable.

Member McKay Jensen: I'm also looking for the compromise here, because that's what we do, we have to move forward.

President Melanie Hall: The middle schools and high schools would benefit so much from more instructional time, I just hate to separate the two.

Member Jennifer Partridge: Well, we could talk about them separately and we might come to the same place with them both.

All: With the proposed plan, starting the 25th would make Friday January 29th the first Friday in school. Which would give teachers as of today, almost two weeks.

Member Jennifer Partridge: Alex, can you tell us about elementary SEPs, is the prep time for that before, during the week, how will our timing affect them?

Alex Judd, Assistant Superintendent Elementary Ed: It takes planning to put all that information together for parents. Any time to plan they would be happy to have. They will do whatever you need to do for that, principals will help free up time for them to be able to do that. But if you are going to go ahead with that, the more time you can give them in advance the better.

Vice President Rebecca Nielsen: McKay, what benefit do you see in waiting for the high schools?

Member Teri McCabe: The mental health of the teachers.

President Melanie Hall: But the mental health of the students too. There is no way to balance, to find a best for all. In my opinion, the best place for kids is in school.

Vice President Rebecca Nielsen: And hopefully with some of the concessions we are trying to make, modifying home study, trying to have a little more robust attendance policy, Which I know will make some people be at school when we don't want them there, but we can modify that and make it lenient for illnesses, I feel like that will help mitigate the mental health issues for teachers.

President Melanie Hall: If we can go back to what we used to do for illnesses for those kids, it should help the teachers. Use the Policy about Homebound Instruction. I want to make sure that is very present for teachers if we go this direction.

Vice President Rebecca Nielsen: Hiring those extra teachers is important too.

Superintendent Keith Rittel: I think I'm hearing that the board feels more comfortable making this movement for elementary schools. So you could go ahead and decide that now and then come back and discuss secondary. I don't have a vote, so I'm just trying telling you what I'm seeing.

Member Teri McCabe: I would agree with that, the previous phase change happened with elementary first.

President Melanie Hall: Yes, but in hindsight, I know we are all smarter now than we were in July, but I would have voted differently then knowing what I know now. There is just always a reason to postpone, and in my opinion, we should just move forward.

Member Nate Bryson: Should we just vote on Elementary and get that one over with, and then we can continue in our fight to the death?

Member Jennifer Partridge: I would like to make a motion.

**Motion:**

I move that we transition to 5 partial days a week in elementary schools starting the week of January 25th.

Motion by Jennifer Partridge, second by Rebecca Nielsen.

Final Resolution: Motion Carries 6 to 1

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales

Nay: Teri McCabe

President Melanie Hall: Ok, let's go ahead and talk about secondary.

Vice President Rebecca Nielsen: My biggest worry is the burden on the teachers, I'm not worried about the students, they need to be in school more. Schools aren't superspreaders. Those teachers have 200 students a piece vs. 25. So we need a solution to home study, we need an attendance policy. The students need to feel accountable, they feel like they don't need to show up and it isn't hurting them in any way, but it is hurting our teachers because of the load it is putting on them to work with those kids.

President Melanie Hall: If it's COVID related, illness related, there will be leniency there.

Vice President Rebecca Nielsen: Right, I feel like we can put an attendance policy in that is lenient for medical issues. AND we don't have to incentivize people that are sick to come to school, we can say if your child is sick, please keep them home, but just please call and let us know. And if we move those that are home for long periods of time to other teachers, then those that are just staying home casually will know they can't just put that burden on their teachers. That burden will be on them, they have to come find the work they need to make up. Like it has always been up until this year.

Superintendent Keith Rittel: Right, coordinate with the counselor, coordinate with the principal and then at that point the school will help out because it's a legitimate provable absence for a justifiable cause.

Vice President Rebecca Nielsen: I am in favor of 5 days for the high schools as well. It would take a lot of modifying in certain areas, so maybe the target date for secondaries is just a week or two later. I think it's doable and I think it's the way to go. We need our kids in school.

Member McKay Jensen: Todd do you want to weigh in on secondary? We are going to go to 5 days, what does the timing change? I think I would propose February 1st at this point. We want to have at least 4 days for that holiday week in February since we have a short 3 day week next week. What is the best way to go?

Todd McKee, Assistant Superintendent Secondary Ed: That's a good question. I think it is a question of what is going to be achieved in the extra time. My position would be to be really thoughtful and make a decision and do it well, and not to rush a judgement and do it half as well as we may be able to do. There are a few things I want to say, they may not be received well but I think they need to be said. It goes back to Board Member Nielsen's point that we have learned some things. We need to start with the knowledge that right now we have a 7 day average of over 30% positivity rate. What I understand that to mean is that there is so much virus in the community that it is hard if not impossible to contact trace to say this is the exact source. Which means we don't know where kids and others are getting it. Which leads me to believe that schools may not be as safe as we think they are. I want to believe they are but we don't know. There was a study of SLC schools, one district was fully online, and is still online, and I think it was telling that for elementary students the infection rate was almost identical for those online and those in school. The infection rate for high schools was double the average. There was a difference between online and in person. I couple that with the most recent data from the state department of health, that looked at the last real big surge we had after a break it was pretty clear that that surge was driven by high school age students. Does that mean we can't make a change, no, but I fear that we are getting to a point of pandemic fatigue. Everybody is so tired of this. We want to change, we want to get back to normal. We want our students to have a normal experience. We want them to be able to go to dances and have assemblies. We all want that. But yet we are still in a really difficult point and I think that the next couple of weeks are going to be really telling. We think that if kids get sick it's not that serious. I think we are learning more and more about that currently. I think it's indicative that the state athletic association now is providing guidance as of this week to all of our schools to say, if you have an athlete that becomes positive, whether they are symptomatic or asymptomatic, they are recommending that they have a cardiac assessment before they can play again. I think if we are thoughtful we could make a safe change, but I think we need to be aware, whatever decision we make that we may have to move back to a phase 1 at some point before the end of the year.

President Melanie Hall: Is there a way we can separate high school and middle school?

Todd McKee, Assistant Superintendent Secondary Ed: I'm certain we can find a way to do that, yes.

President Melanie Hall: I think the numbers there have been stable.

Todd McKee, Assistant Superintendent Secondary Ed: That's true, we haven't crossed a line in the middle schools.

Member McKay Jensen: But we did lose an entire Admin team.



Todd McKee, Assistant Superintendent Secondary Ed: That's true we did lose an entire Admin Team.

Member McKay Jensen: The only thing we know is that things will change. If we go ahead and say February 1st and then see a need to change the Wednesday before that, are teachers going to be mad at us?

Todd McKee, Assistant Superintendent Secondary Ed: It goes back to that consistency piece. If the distinction is between a week or two weeks, if it means we can do it better by waiting and allowing the vaccine to take a greater hold, we have a better understanding of what this most recent surge may or maynot do, what is lost by waiting a week or two, I won't carry it out, but a week or two is marginal change in learning.

Member McKay Jensen: Right, on the state level, they are making assessments and in comparing Salt Lake (full online) to Piute (full in school) - they are arguing that they aren't any different academically for having done different things. That's anecdotal at this point, because people don't like to share bad data. So we are going to start moving at some point, so if there is not a value to waiting a week - I guess that's what I need to assess, is there a value to waiting one week?

Member Jennifer Partridge: Based on the emails I've received from secondary teachers, I feel there is some value to waiting at least another week or two for the teacher preparation part of it.

Member Gina Hales: Well, and if they know we are going to do this, I know we have such great teachers that want to hold onto their students and don't want to let them go, I think we need to help them to do that, because it needs to be done, in my opinion. Maybe that extra time will give them time to figure out how to support those students even though they don't have them in a home study situation. Perhaps that will give them more time to figure that out.

Member Teri McCabe: We are talking about two different changes, the home study change and the schedule change. I would be more comfortable having the home study changes decided before we change the schedule for high schools so that the teachers will know what their responsibilities are exactly.

President Melanie Hall: Right, and we need to make the decision of when that is going to happen so that they can start working on that now.

Member Jennifer Partridge: We need to make the home study change now while the semester break is happening, even if we wait for the schedule change.

Todd McKee, Assistant Superintendent Secondary Ed: You can make those changes separately, you can change the home study format and or change the attendance policy and then make a change to instructional time.

Member Jennifer Partridge: Keith, is home study something we need to vote on or is that policy or procedure that you just do?

Superintendent Keith Rittel: It was mixed in with the rest, but yes, we can modify it. Again we are not trying to eliminate it, we'd like to adjust it.

Member Nate Bryson: Can we take attendance when we are 4 days a week or are we still subject to our exemption?

Superintendent Keith Rittel: It would have to be participation, I don't think we can do attendance in a meaningful way that the state will accept with students not in school on Fridays.

President Melanie Hall: Could we make a motion when we go to the 5 days a week to move to the new attendance policy?

Superintendent Keith Rittel: Absolutely.

Member Gina Hales: When we make the change, I'm a little worried we're going to make it the same week as SEPs. How much burden will that place on teachers?

Todd McKee, Assistant Superintendent Secondary Ed: Teachers do prepare for those conferences, this past fall they did them virtually, they plan to do that again. There is preparation involved. Remember you are asking them to prepare for something and then prepare for something else on top of that. Is it impossible, no, but be mindful that change is change and there is a burden that comes with change.

President Melanie Hall: Does somebody want to make a motion?

Member Jennifer Partridge: Should we make a decision about home study first?

Member McKay Jensen: Here's what I know, we can say what our expectations are for home study but it won't look that way. Teachers want to keep their kids.

Member Nate Bryson: I think we have to change that part. It has to be kids that are sick or have family members that are very high risk. The numbers have to be whittled down.

Vice President Rebecca Nielsen: Yes, but we can't enforce that without an attendance policy, so we are back in the same conundrum.

Superintendent Keith Rittel: I think I'm hearing loud and clear. We're good.

Member McKay Jensen: We can work this out.

President Melanie Hall: We just need to go back to what it was for absences.

Member Jennifer Partridge: Yes, and for some it's the kids on quarantine that are taking so much more time, so we will help them with cameras and extra teachers or whatever they need.

Member McKay Jensen: Yes, we are helping them make informed decisions and not work themselves to death. And I think that is something that senior administration can help with that they can empower them to handle it.

Superintendent Keith Rittel: Yes, thank you for your support and hear the discussion. Now we can move forward.

Member McKay Jensen: Ok, I'll make the motion.

**Motion:**

I move that we transition to 5 days a week in secondary starting the week of February 1st.

Motion by McKay Jensen, second by Jennifer Partridge.

Member Teri McCabe: I think the date needs to be moved back to the third quarter.

President Melanie Hall: I would prefer January 25th, but I would be ok with February 1st.

Member Jennifer Partridge: Does anyone know when third quarter starts?

Member Teri McCabe: Probably end of March, around spring break.

Member McKay Jensen: Probably too far away.

President Melanie Hall: Ok, further discussion? Let's vote.

Motion Carries 5 to 2

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson

Nay: Gina Hales, Teri McCabe

**5. Consent Calendar Action (Consent), Minutes: A. Board Minutes as Part of the Consent Calendar**

I move we approve the board minutes as part of the consent calendar.

Motion by Rebecca Nielsen, second by Gina Hales.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

**Action (Consent), Minutes: B. Board Minutes December 8th 2020**

I move we approve the board minutes as part of the consent calendar.

Motion by Rebecca Nielsen, second by Gina Hales.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

**Action (Consent), Report: C. Personnel Report as Part of the Consent Calendar**

I move we approve the board minutes as part of the consent calendar.

Motion by Rebecca Nielsen, second by Gina Hales.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

**Action (Consent), Report: D. Home School, School Choice, eSchool Report as Part of the Consent Calendar**

I move we approve the board minutes as part of the consent calendar.

Motion by Rebecca Nielsen, second by Gina Hales.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

**Action (Consent), Report: E. Financial Reports as Part of the Consent Calendar**

I move we approve the board minutes as part of the consent calendar.

Motion by Rebecca Nielsen, second by Gina Hales.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

**Action (Consent): F. Approve the Consent Calendar**

I move we approve the board minutes as part of the consent calendar.

Motion by Rebecca Nielsen, second by Gina Hales.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe

**6. Board Member Report**

**Report: A. Member McKay Jensen**

President Melanie Hall: Thank you for your work on USBA.

Member McKay Jensen: I'll forward you an email with the governor's proposed budget. They are going to change WPU. There is a great deal of interest in basic rate, use it or lose it. President and vice president workshop same day as day on the hill.

Superintendent can go to that too.

## **7. Superintendent's Report**

### **Report: A. Approved Student Travel**

Superintendent Keith Rittel: There was one travel request approved for a spring trip to St. George trip for one high school baseball team contingent upon conditions being right.

Other miscellaneous items, I want to thank Stefanie for organizing the oath of office and board succession things tonight. I cannot tell you what a great help Stefanie is in fulfilling all her roles. So thank you.

President Melanie Hall: Thank you to our new board members. We appreciate you and your comments and we are glad you are here. Is there a motion to adjourn?

## **8. Adjourn**

### **Action: A. Motion to Adjourn**

**9:14pm**

I move we adjourn the business meeting.

Motion by Rebecca Nielsen, second by Gina Hales.

Final Resolution: Motion Carries

Aye: McKay Jensen, Rebecca Nielsen, Melanie Hall, Jennifer Partridge, Nate Bryson, Gina Hales, Teri McCabe