

Minutes of the South Summit School District Board of Education Board/Administration Work Meeting held **December 12, 2013**, beginning at 5:15 PM in the Board Room at 375 East 300 South, Kamas, UT.

Present: Craig Hicken, President; James Snyder, Vice President; Matt Flinders, Steven Hardman, Suni Woolstenhulme, Superintendent Barry Walker, and Business Administrator, Kip Bigelow.

Guests: Mariann Marchant, Wade Woolstenhulme, Steve Camp, Jerry Parker, Brennen Gee, Mariah King, Anthony Hardy, Michele Weller, Garry Walker, and Robert Patrick.

1. Mr. Hicken called the meeting to order at 5:15 PM.
2. Mr. Hardman gave the invocation.
3. Those present stood and repeated the Pledge of Allegiance.
4. Mariann Marchant - Elementary Report: Mrs. Marchant reported on the reading program at the elementary school. She described each of the different areas she works in while overseeing the reading program. She also commented on the Latino in Action program the elementary school is participating in. The high school and Mr. McArthur, who is the LIA supervisor at the high school, coordinate this program.
5. Mr. Woolstenhulme – Middle School Report: Mr. Woolstenhulme indicated he has a great staff. He reported they are having success in RTI and PLC programs. Students are able to have instruction from multiple teachers in the 5<sup>th</sup> and 6<sup>th</sup> grades, where the program seems to be working well. Mr. Hicken indicated it was nice to see the training the teachers have received being used in the classroom. Mr. Woolstenhulme gave a brief review of the evaluation process. The middle school will be focusing on keeping students at grade level in reading comprehension. The administrators and Board members emphasized the importance of all schools working together.
6. Mr. Camp – High School Report: Mr. Camp reported the school year has been a good. He addressed how the intervention program was doing and indicated some minor changes would be taking place that would improve the program. The school is trying to create an incentive program to get more of the students involved in school and school activities. The staff is doing a good job and all staff members have been trained in the RTI program. Mr. Hicken asked for a brief summary of the proposal the school counselor would be presenting later in the meeting. Mr. Camp complimented the counselor and his ability to analyze data and put it to use. Mr. Hicken asked how the staff was accepting the evaluation process. Mr. Camp felt the staff was not overly stressed with the evaluation process.
7. Mr. Sutherland – No Report
8. Mr. Blizzard – No Report
9. Motion by Mrs. Woolstenhulme at 6:03 PM to go into closed session to review the minutes of previous meetings to be approved in open session, personnel issues, and security issues. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
10. Returned to open session at 6:27 PM.
11. The fall sports coaches were present to report on their programs. Coach Parker presented the Board with a plaque for the State 2A Football Championship. He thanked his players and assistance coaches for their contributions to the football program. The Board congratulated Coach Parker for the success of the football program.
12. Coaches Gee and King were present to report on the Cross County program. Grace Schulz, a member of the team, reported on the program. Coach Gee expressed his

gratitude to the athletes and commented on how nice it was to get to know the students outside the classroom setting. Coach King echoed his comments.

13. Coach Hardy reported the Girls' Soccer team had a great season and expressed his gratitude to the team members and the community. Three (3) of the team members received All State honors.
14. Boys' Golf placed second in region and sixth in state competition.
15. The Board complimented the teams on their sportsmanship and the way the coaches presented themselves.
16. Motion by Mr. Flinders to accept the consent calendar, which included the minutes of the open and closed sessions of the November 14, 2013 meeting. The check summary, revenue summary, and expenditure summary for November was approved along with a payment request from Hughes Construction. Jordan Tall and David Carter were approved as Assistant Baseball Coaches. Jason Woolstenhulme was approved as a volunteer with the boys' basketball program, Julie Duke as a volunteer with the girls' basketball program and Levi Thompson as an assistant coach for the boys' basketball program. Rande Stracher was approved as a substitute teacher. Allison Thompson was approved as the new Special Education Aide in the preschool area, working two (2) hours per day, three (3) days per week. Angie Fitzgerald was approved as the elementary school secretary replacing Gertrude Gines, who retired. The KSL School Closure Notification System was presented and approved as well. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
17. Grace Schulz was in attendance representing The Senior class of 2014. She presented a request to the Board to fund the dinner at the all night graduation party.
18. Motion by Mr. Harman to approve funds for the all night graduation party dinner. Second by Mr. Hicken. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
19. Robert Patrick, the counselor at the high school, presented a report on the ACT testing requirements and requested the 9<sup>th</sup>, 10<sup>th</sup> and 12<sup>th</sup> grade students be allowed to attend school only a half-day on March 4, 2014, to accommodate the ACT Testing process.
20. Motion by Mr. Snyder to approve the 9<sup>th</sup>, 10<sup>th</sup>, and 12<sup>th</sup> grade students to attend only a half-day of school on March 4, 2014, to accommodate the ACT Testing process. Second by Mr. Hicken. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
21. The Board reviewed Policy 4005 – Religious Expression, for second and final reading.
22. Motion by Mr. Snyder to approve Policy 4005 – Religious Expression, for second and final reading. Second by Mrs. Woolstenhulme. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
23. The Board reviewed Policy 4013 – Homework, for first reading.
24. The Board discussed the need for this policy. They felt guidelines should be established first to see if the problem could be corrected before mandating a policy. The Board gave the direction for the Superintendent to establish District homework guidelines.
25. Policy 4013 - Homework, died for lack of motion.

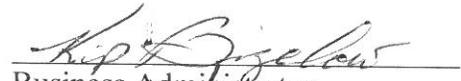
26. The Board reviewed Policy 5003 – Hiring Policy for first reading.
27. The Board asked the policy be reviewed to make sure the “temporary employee” description in this policy match the description/definition in other policies and that the background check reference be reviewed.
28. Motion by Mr. Hardman to table Policy 5003 – Hiring Policy, to be tabled for one month. Second by Mr. Snyder. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
29. The Board reviewed Policy 5008 - Transfer Policy, for first reading.
30. After reviewing the policy, the Board felt they were not comfortable with some of the wording. They asked the administration to review and bring the policy back to a future meeting.
31. Motion by Mr. Flinders to table Policy 5008 – Transfer Policy, for further review. Second by Mr. Snyder. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
32. The Board reviewed Policy 5020 – Insurance Benefits, for first reading.
33. Motion by Mr. Flinders to approve Policy 5020 – Insurance Benefits, for first reading. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
34. The Board reviewed Policy 5024 - Association Leave and Payroll Deductions, for first reading. Policy 5024 needs to be revised to ensure compliance with 2013 legislative action.
35. Motion by Mr. Hicken to approve Policy 5024 – Association Leave and Payroll Deductions, for first reading. Second by Mr. Snyder. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
36. The Board reviewed Policy 5070 – Re-employment of Retirees, for first reading.
37. Motion by Mrs. Woolstenhulme to table Policy 5070 – Re-employment of Retirees for further review. Second by Mr. Flinders. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
38. The Board reviewed Policy 5080 – Blood Borne Pathogens, for first reading.
39. Motion by Mr. Flinders to table Policy 5080 – Blood Born Pathogens for further review. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
40. The Board reviewed Policy 6007 – Student Fees/Fines for first reading. Policy 6007 – Student Fees/Fines is being revised to reflect changes from the 2013 legislative session. The changes will out the policy in compliance with current legislation.
41. Motion by Mr. Snyder to approve Policy 6007 – Student Fees/Fines, for first reading. Second by Mrs. Woolstenhulme. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
42. The Board reviewed Policy 6017 – SEP/SEOP, for first reading. This policy is being revised to conform to 2013 legislative changes.
43. Motion by Mr. Hicken to approve Policy 6017 – SEP/SEOP, for first reading. Second by Mr. Snyder. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.

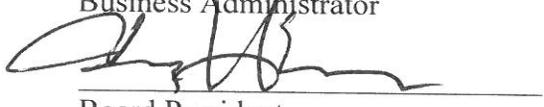
44. The Board reviewed Policy 6022 – Student Records, for first reading.
45. Motion by Mr. Snyder to approve Policy 6022 – Student Records, for first reading. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
46. The Board reviewed Policy 6044 – Coordination with Law Enforcement, for second reading.
47. Superintendent recommended this policy be tabled for further review by the Summit County Attorney.
48. Motion by Mr. Snyder to table Policy 6044 – Coordination with Law Enforcement, for further review. Second by Mrs. Woolstenhulme. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
49. The Board reviewed Policy 6045 – Safeschools/Reporting Child Abuse and Neglect, for first reading. This policy is being revised to match legislation from the 2013 legislative session. Superintendent Walker has notified school administrators of the requirements.
50. Motion by Mr. Flinders to approve Policy 6045 – Safeschools/Reporting Child Abuse and Neglect, for first reading. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
51. The Board reviewed Policy 7003 – Bus Routes and Stops, for second reading. This revision will bring us into compliance with current state statutes.
52. Motion by Mr. Snyder to approve Policy 7003 – Bus Routes and Stops, for second reading. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
53. Superintendent Walker informed the Board that the District passed all aspects of the AMAO this year.
54. Mr. Snyder asked how we could utilize this information to enhance the acceptance of the Dual Immersion Program. Superintendent has put this information on the website and on Facebook for public recognition of those people involved in the Dual Immersion Program.
55. The Board had asked Superintendent to get coaches' input and ideas on the renovation of the turf on the football field. Superintendent sent out a survey to the coaches. This survey was given to the Board members for review. The Board was given information that showed the use of the football field. It is being used continuously throughout the year with different sports and is a vital part of our extracurricular programs.
56. Superintendent sent out a short survey to district employees regarding the drug testing policy. The results showed there are some strong feelings for and against implementing the policy. One employee felt it would cause students who are not involved with sports to not participate at all. Superintendent felt we should involve the community in this decision and possibly hold a public meeting for input on implementing a drug policy. Mr. Flinders asked if the Site Council has been asked their opinions regarding the implementation of this policy. Superintendent will meet with the high school and middle school site councils for their opinion. Mr. Hicken expressed his concern about the confidentiality of the records that accompany the results of any testing that may be done on students. Mr. Hardman noted a drug testing policy might help students who have a drug problem.

57. Superintendent offered some information to the Board regarding priorities for education budgets from the legislative and the USOE point of view.
58. Superintendent gave an update from the Utah High School Activity Association. It is time to vote for district representatives to serve on the board.
59. Superintendent informed the Board that he and Mr. Bigelow met with Park City regarding a boundary change. Superintendent felt that if there is a change, it will have to be researched and the groundwork will have to be done by South Summit School District, with a consensus from both Park City and South Summit School Districts. Mr. Bigelow informed the Board there had been several boundary changes to accommodate the building of schools and to more evenly allocate the assessed valuation of property. Mr. Bigelow asked the Board if they had a preference in what direction they would like to move regarding growth. Would they be interested in purchasing new property, taking care of the property that we now have, or do we look at a boundary change? Mr. Flinders felt we should keep the communication lines open with Park City School District. Mr. Snyder felt we had come a long way in our position as far as property negotiations with Park City. The Board felt we should keep on top of this so we don't lose a possible purchase when and if needed.
60. Mr. Flinders asked if there were any new developments in our community. The Tri-Star development is one that is starting up and will bring more revenue to the District in the future.
61. Superintendent reviewed his schedule of projects that he was working on for the Board.
62. Mr. Flinders asked about the opinion of other Board members regarding Kamas City's proposal to cover athletic events. Mr. Flinders felt we should at least cover some of activities. Mr. Hicken felt we should have at least two officers to the athletic events. Kamas City Mayor felt the District should contract individually with the officers rather than with Kamas City. Superintendent was asked to visit with Mayor Marchant regarding this item.
63. Mrs. Woolstenhulme asked about posting updated fundraising financial summaries to the public. Superintendent recently posted updated figures. Mrs. Woolstenhulme asked that a link be added to Facebook for access to this financial information.
64. Mrs. Woolstenhulme asked about the procedure for teacher evaluations near holiday breaks. Superintendent indicated the evaluation takes those issues into consideration.
65. Mr. Hardman related a problem with a car going through the flashing lights of a bus. There was a member of the Sheriff's Department that witnessed the violation and did not pursue the perpetrator. Superintendent Walker will speak with Jed Williams, our research officer, about this issue.
66. Mr. Flinders asked that the District send something to Diane Atkinson during her illness. He also expressed concerns with the Christmas dinner for the Administrators.
67. Motion by Mr. Snyder to go into closed session at 9:20 to discuss personnel issues. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.

68. Returned to open session at 9:28 PM.

69. Motion to adjourn by Mrs. Woolstenhulme at 9:29 PM. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.

  
Business Administrator

  
Board President