

**Uintah School District
Vernal, Utah**

These are the minutes from **May 10, 2023, Work Session** of the Uintah School District Board of Education. The meeting was held at the **District Office Board Room** located at 826 South 1500 East, Naples, UT 84078. The meeting began at **4:00 p.m.**

Audio Recording: <https://www.utah.gov/pmn/files/977205.mp3>

Board Members Present: President Dave Chivers, Vice President Tawnya McKee, Robin McClellan, Denise Maynard, and Todd Massey.

Others Present: Superintendent Dr. Rick Woodford, Kim Barnhurst, CFO, and others.

Quorum Present (3): Yes

1. INTRODUCTION/OPENING

A. Welcome/Called to Order: Board President Dave Chivers - Audio Time Stamp (0:43)

B. Reverence: Robin McClellan, Board Member

C. Committee Reports – Dr. Rick Woodford, Superintendent - Audio Time Stamp (3:28)

Todd Massey provided an update on the Finance Committee, explaining although they have faced a challenge with the absence of a Business Administrator, Kim Barnhurst has stepped up and will be presenting the tentative budget during this meeting. Denise Maynard explained the next Risk Management Committee meeting will be held at the end of the month. Robin McClellan reported she attended both the Utah State University Uintah Basin and UBTech graduation ceremonies. Robin also attended a committee meeting for USBA in St. George and was tasked to help update the USBA website. Vice President Tawnya McKee was not able to attend the Policy Committee meeting. Tawnya does have policy revisions she would like to discuss during this meeting. President Chivers provided a report on the Facilities Committee. Dave explained the contractors have started work again on the AG Building at UHS. The committee is working on donating the street in front of the old district office to Vernal City. Dave then reported a metal garage structure on the old district property collapsed this winter due to snow. The previous district office and future plans for the land are currently being discussed by the Facilities Committee. According to Superintendent Woodford, construction on the new preschool project is expected to begin in October 2023.

2. POLICY REVISIONS Audio Time Stamp (11:38)

A. Policies for Review on First Reading

1. Elimination of Policy 007.0220 Disruptive Student Behavior – Dr. Dean Wilson, Student Services Director

Dr. Wilson is requested to eliminate Policy 007.0220, as it is no longer current and is redundant with Policy 007.0225 Safe School, Conduct and Discipline Policy. Dr. Wilson explained Policy 007.0220 primarily addresses habitual disruptive student behavior which is also addressed in Policy 007.0225. Policy 007.0220 also addresses habitual disruptive student behavior citations within the juvenile court system, which is no longer a viable option for the school district. The administration is aware of the ineffectiveness of this policy and concurs,

preferring to handle persistent disruptive behavior lack accordance with the Safe School policy. Robin McClellan noted the Policy Committee examined Policy 007.0220, and it was determined that it was procedurally complex and it would be challenging to track six instances of disruptive student behavior on a single student.

B. Policies for Review on Second Reading- Audio Time Stamp (14:44)

1. Policy 004.0225 Maintenance and Change of Effort

Jayme Leyba, Curriculum Director

Jayme explained after a Title I audit this year the district was requested to implement a policy that states the maintenance of effort (MOE). The MOE requirements aim to prevent federal spending from replacing other funds that should come from state and local sources and to ensure that education funding is reduced as little as possible during hard economic times. The district is already held to this regulation when we participate in Title I and IDEA (Individuals with Disabilities Education Act). Jayme clarified that the district is now in compliance with State and Federal Grants as a result of the implementation of this policy. Todd Massey asked if funds are currently being tracked in accordance with this policy. Kim Barnhurst confirmed this is how the district operates; all we needed was a policy in place.

2. Policy 002.0450 Adoption and Change of Policy - Audio Time Stamp (16:32)

Dr. Rick Woodford, Superintendent

Dr. Woodford explained this policy was initially revised to permit the elimination of Policy 002.0453 Adoption and Change of Uintah School District Policy because the language between the policies was repetitious and contradictory. USD staff had expressed concerns to the board that the removal of Policy 002.0453 might also result in the elimination of critical practices. Dr. Woodford reported in response to the feedback after the first reading they made the following changes: the committee will solicit comments from representatives of groups affected by the policy prior to presenting the policy to the board for adoption, the number of classified members was changed to 2 and will be from different departments, and one educator and one classified employee shall be a representative of the local association. Tawnya McKee requested to add the board “may” seek the counsel of the policy committee under section 1.1. Tawnya also requested to add that a policy may be formally adopted on second reading by “majority vote”. Dr. Woodford expressed concerns about the wording that the board “may” seek counsel from the policy committee. Several staff members expressed concern that this language would hinder their ability to contribute input and they were concerned the board wouldn't listen to their concerns. Tawnya reiterated that she wants the policy to state the board “may” use the policy committee, especially in terms of an emergency. The board then provided their recommendations on the suggested changes to the policy.

3. DISCUSSION ITEMS REQUIRING FUTURE BOARD ACTION - Audio Time Stamp (37:43)

A. Minutes (April 5, 2023, Work Session; April 5, 2023, Business Meeting; and April 26, 2023, Special Business Meeting)

Kim Barnhurst, Chief Financial Officer

Kim asked if there were any recommended changes to the meeting minutes presented for approval. Kim noted that the minutes have been updated to reflect any of the changes that the board requested prior to this meeting. A reminder the minutes are not written verbatim. Those interested can review the entire meeting by listening to the audio recordings posted on the Public Meeting Notice Website. <https://www.utah.gov/pmn/index.html>

There were no requested changes to the Board Meeting Minutes.

B. Purchases Over \$50,000 and/or Contracts Needing Board Approval

Kim Barnhurst - Audio Time Stamp (39:18)

1. Driver Education Simulators
2. Driver Education Covered Parking
3. Ashley Elementary HVAC Controls
4. Carpet Replacement (Discovery, Eagle View, Vernal Middle School)
5. Verkada Security System
6. Playground Equipment (Naples and Lapoint)
7. Uintah Middle School Landscaping
8. UMS Track Replacement Cost Increase

The board was requested to review and approve the above-listed purchases including capital outlay projects and four purchase orders. To provide transparency, Dr. Wilson was asked to explain the one-time State Public Education Capital & Technology funding and to rationalize the vendor selection process for the new security system. Dean explained a risk assessment of each school site was conducted by local law enforcement after which security solutions were prioritized and presented for funding. Dean then explained how STRATA Networks and Spectra are involved with the contract and installation of the new security system, given their vendor relationships with Verkada. After a brief discussion on the UMS Track project the board had no other questions regarding the purchases listed.

C. PBIS – Audio Time Stamp (48:29)

Dr. Dean Wilson

Dr. Wilson explained that legislation 53G-10-407 directs school administration to create a Positive Behavioral Intervention Plan to address student use of tobacco, alcohol, cigarette products, and other controlled substances by promoting positive behavior. Dean explained they focused on including all demographics and ensuring they are recognizing students that are going above and beyond. Dean then presented school routines for each school called an MTSS PBIS Framework plan. Robin was grateful for the hyperlinks included and noted these documents will be available on each individual school's website. Dean said that the purpose of doing this is to communicate the good measures they are taking to foster excitement and safety.

D. Foreign Exchange Students - Audio Time Stamp (52:26)

Dr. Dean Wilson

Dr. Wilson explained the district has been approved by the State for eight Foreign Exchange Student slots for the FY23-24 school year. This year we have students from Italy, Spain, and Ukraine. Dean is requesting board approval of the eight student applications for enrollment in the district. President Chivers requested the board receive success stories if possible. Robin requested students receive an overview of the emergency procedures at the high school.

E. 2023-2024 School Trustlands Plans - Audio Time Stamp (59:19)

Jayme Leyba, Curriculum Director

Jayme Leyba is requesting Board approval of the School LAND Trust Plans for 2023-2024. The Board is requested annually to approve all school lands trust plans before funds are distributed. There are a total of 11 plans being presented to the Board that have all passed the initial

screening. Jayme explained the screening process to the Board. Once a plan has passed the initial screening it is ready for Board approval.

F. 2023-2024 District Improvement Plan - Audio Time Stamp (1:09:21)

Dr. Rick Woodford

Superintendent Woodford presented the Uintah School District Improvement Plan for FY2023-24. Dr. Woodford is requesting to adopt the District Improvement Plan during the Business Meeting, this item will be listed under the consent calendar. The plan is a working document and subject to change. The plan includes one Wildly Important Goal (WIG): Students in Uintah School District will score above the state average in proficiency in ALL areas on the Spring 2024 state assessments. Superintendent Woodford reviewed the process of implementing the plan, including the lead and lag measures to accomplish this goal and essential actions to complete throughout the year. The District Improvement Plan has been reviewed and vetted by the district directors and also presented to the principals during a District Leadership Meeting. Dr. Woodford then presented the Scope and Sequence for the District Improvement Plan implementation which will be six-week cycles. The suggested 6-week cycle is meant to condense the DLM leadership focus into manageable portions and to rally district and school support around these chunks over the course of the cycle. The board then had the opportunity to provide feedback or ask questions regarding the plan. Robin requested more clarification on the removal of the PL meetings. In order to reduce the amount of time the administration (PLs) is absent from the schools, Superintendent Woodford indicated that they want to move the District Leadership Meetings to the same 6-week cycle. Robin then asked who will be conducting the walk-through observations. Dr. Woodford confirmed all district leaders will be conducting the walk-throughs.

G. 2022-2023 Tentative Amended Budget- Audio Time Stamp (1:29:47)

Kim Barnhurst

Kim Barnhurst presented a PowerPoint presentation to the Board reviewing the current tentative amended budget for the school year 2022-2023 and the preliminary budget for the school year 2023-2024. The PowerPoint presentation is available to the public on BoardDocs.

H. 2023-2024 Tentative Budget - Kim Barnhurst

During the presentation, Kim provided a report on legislative actions and major factors that influence the budget. Kim reported that legislative HB215 increased the teacher salary supplement budget which equates to 7%-9%, totaling over \$1,819.853. Due to an increased valuation in 2022, the voted/board leeway allotment was reduced by 1.4 million with a one-time reimbursement of 900K in FY24. The county reclassification makes the district eligible for 3.2 million one-time funds. Full-day kindergarten will now be funded ongoing for students that attend the full day. If kindergarten students attend half-day, the district will receive half-day funding. Other important components that affect this year's budget are rising food expenses and a decline in lunch attendance, two General Obligation bonds left on the debt schedule, and capital expenditure projects. The WPU (Weighted Pupil Unit) Funding is a major source of funding the district receives from the state every year. The district will be receiving \$4,280 per WPU for the FY24 year. The state has projected by the end of the school year, enrollment for FY23 will be 6,300. Kim explained salaries and benefits are a huge part of the budget. The budget includes a one-time stipend of 1% for all employees, increases for scheduled steps and lane changes, classified administrative schedule increases of 3% to 5% on the base, HB215 teacher compensation supplement increases, special education teaching assistants will receive an increase of seventy-five cents per hour, and a 1%–3% stipend for voucher teaching aides. There

was a 2.7% increase in health insurance rates for FY24, a total increase cost of \$226,430. Kim reported there were no changes to Plan Options or Health Saving (HSA) contributions. The district will be discontinuing coverage for dual enrollment employees. Kim reviewed the current tax rates for Fund 10 including the basic rate and the board local rate. Kim then reviewed the FY23 Final Year-End Budget comparing FY22 actuals, FY23 original budget, and FY23 final budget.

4. INFORMATIONAL ITEMS Audio Time Stamp (1:58:58)

A. School Reports – Naples Elementary, Deanna Martineau, Principal

Deanna Martineau provided a school report to the board on Naples Elementary School. Deanna explained she will be focusing on student culture during her presentation. Deanna first provided the demographics of the school. The school believes in Tier 1 instruction in social and emotional learning and content learning. Deanna highlighted how they are systematic with their Tier 1 instruction. Deanna then provided the different ways they are reinforcing positive behavior to improve school culture. They have weekly/monthly “bucket-filler” recognitions to celebrate positive behaviors. After reviewing results from a Student Culture Survey, they determined a strong need to focus on conflict resolution skills and drama prevention. The new school counselor helped start a Drama Prevention and Building Respect lunch group. In collaboration with BTS ARTS, Naples Elementary School has implemented TAP education. Deanna reviewed the different BTS ART activities they have implemented. Deanna then presented videos of each of the grade-level themed hallways that correlated with their CKLA unit.

5. ADJOURNMENT Audio Time Stamp (2:15:18)

Motion: A motion was made to adjourn the meeting by Todd Massey seconded by Tawnya McKee. Motion Carried (5:0)

The meeting adjourned at approximately 6:17 p.m.