



APPROVED

## OCTOBER 2016 BOARD MEETING MINUTES

The regular board meeting of the Piute County School District Board of Education was held on **October 11th, 2016** at the Piute County Commission Chambers in Junction, Utah. President Erin Jensen called the meeting to order at 3:06 P.M. Present were Erin Jensen, Teresa Morgan, Joyce Sudweeks, Marty Morgan, and Rickey Dalton. Also present were Superintendent Shane Erickson and Business Administrator Koby Willis. Guests at the meeting were Ron Steege, Chad Williams, Terecea Westwood, Eugene King, Stacie Gass, Jo Whittaker, Matt Whittaker, Amber Barnson, Gloria Fox, Jeanne Knowles, Kathleen Waddington, and Erica Cardman.

**Work Meeting:** The school board held an open work meeting before the regular board meeting to train the school board on the Master Boards Award. Board Member Joyce Sudweeks instructed the school board on the requirements for the Master Board Awards. The board also received some training from the school district nurse Ron Steege regarding the use of Epi-pens and AED machines.

### I. Opening Remarks

President Erin Jensen welcomed everyone to board meeting.

Opening remarks were given by Koby Willis.

### II. Citizen Dialog

- Eugene King presented a drawing of a small building that could be built on the Circleville Elementary property that would include restrooms, a concession stand, a kitchen, and a covered awning. Mr. King explained that they are pursuing grants with the city and county that would help fund the project. He wanted to make sure the school board would be open to the building if funding could be acquired.
- The school board expressed the good that could come from having such a structure and encouraged Mr. King to collect more information regarding funding sources and then report back.
- The Superintendent took this time to read a portion of a letter that indicates that Circleville Elementary has been nominated as a finalist for a national Title I recognition award.

### III. Discussion Items

#### B. MOU for Mental Health Services

- Board President Erin Jensen moved item B to the front of the agenda to accommodate Chad Williams from the Central Utah Counseling Center (CUCC).
  - Chad Williams explained that they have received a grant that has allowed them to recruit a therapist that could work in Piute County once a week with students. They have also begun looking for a Family Resource Facilitator. In the proposed memorandum of understanding (MOU) they agree to do the assessments and services with students and the school district
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agrees to provide certain student data to help them track improvement. The schools would also be responsible for creating a method for sending referrals to CUCC. This grant is a three year grant that may be renewable.

- The Superintendent tied this MOU to the related work that the county Intergenerational Poverty committee is currently doing.
- Chad Williams left the meeting.

#### **A. Intergenerational Poverty Grant/Plan Progress**

- Doug Allan was invited to present regarding the progress of the Intergenerational Poverty Grant, but he was unable to attend.

#### **E. Valedictorian Policy 1st Reading**

- Item E was moved up on the agenda to accommodate Shauna Bagley. Shauna Bagley explained the original intentions of the Valedictorian Policy and how the original wording did not appropriately reflect the original intentions. She proposed that the wording be modified to reflect the original intentions.
- Shauna Bagley left the meeting at 3:38 PM.

#### **C. Elementary Attendance Policy 1st Reading**

- The board reviewed how school absences are marked. They also discussed what is a school excused absence and what is not. Much of this policy came from Daggett school district. It also received input from both Piute School District elementary schools.
- President Jensen read parts of the policy regarding consequences for unexcused absences. The board felt it would be best to have the teachers review the policy again and then have a 2nd reading in the November board meeting.
- Kathleen Waddington and Erica Cardman joined the meeting at 3:56 PM.

#### **D. 504 Policy 2nd Reading**

- The board felt comfortable with the 504 Policy as it was written.
- Eugene King left the meeting at 3:58 PM.

#### **F. Policy #2053 Retirement Incentives Revision 1st Reading**

- Koby Willis explained that the current policy #2053 requires employees to qualify for a full URS retirement without a reduction. There are several employees that because of age and years of service qualify for a URS retirement with a reduction.
- Koby explained draft revisions to the policy that would allow these employees to qualify for the district benefit even if they will have a reduction in their URS pension. One draft proposed they be given access to the district benefit with the same reduction as their pension. Meaning that if their pension faced a 3% reduction, their policy #2053 benefit would also have a 3% reduction. The removed the requirement to qualify with URS without a reduction and added an early access option if a full-time employee moves to part-time before retirement.
- The school board felt it would be best to discuss the policy change further and revisit the policy revision in the November meeting.

#### **G. Teachers to Become Credentialed and Qualified Policy 3rd Reading**

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- The board reviewed revisions to the policy between and 2nd and 3rd reading. Only a few minor changes were made and the board felt comfortable with those changes.

#### **H. Transportation Policy #9008 Update 1st Revision**

- Jo Whittaker and Terecea Westwood expressed that the policy changes are working well so far. The Superintendent expressed that he has heard more positive than negative regarding the change.
- The board felt that the policy changes were needed and appropriate.

#### **I. Policy #2060 Salary Schedule Steps & Lanes Revision 1st Reading**

- Koby Willis related to the school board that in the current policy teachers must meet two deadlines in order to receive a lane change on the salary schedule. The first deadline in March is to make sure the district budgets for the lane change and the second deadline in September is to verify with official transcripts that the lane change has actually be earned.
- Koby explained that there was a need to have some flexibility with these deadlines. The proposed policy revision would mean that a teacher can get a lane change if they miss the March deadline but only if it fits in the budget and they make the September deadline. If they make the March deadline but miss the September deadline their lane change could still be approved but it would not take effect until courses or degrees are verified with official transcripts.

### **IV. Information Items:**

- A. **ESL / Migrant** - Heidi Hansen is taking more of Migrant Student Director. There will be no change to what Gwen Morgan does or her role. Heidi been asked to help oversee the program as a whole.
- Gloria Fox joined the meeting at 4:26 PM.
- B. **Autism Pilot Program with Robotics** - If the district can qualify for this pilot the school district will have access to a robot named Milo that can help Autistic students with some communication deficiency.
- C. **Digital Teaching and Learning Plan Progress and Direction** - The initial application for the digital teaching and learning plan grant was submitted last Friday. It will be reviewed and returned for corrections before November.
- D. **Professional Development Days Review** - The Superintendent updated the coming PD days and their topics.
- E. **State Assessment Recommendation Updates / Mental Health in Schools (Safe UT App)**
- F. **Updated - Standards R277-515 Annual Review for Teachers**
- Gloria Fox left the meeting at 4:52 PM.

### **V. Action Items**

The board president does not vote unless their vote is needed to break a tie.

#### **A. Board Minutes, Payroll, and Vouchers**

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- Motion was made by Rickey Dalton to approve the September 2016 Board Meeting minutes, the September payroll, and district vouchers #170221 - #170297. Seconded by Teresa Morgan.
  - Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (4-0).

#### **B. Substitute Lists**

- Motion was made by Rickey Dalton to approve the substitute list for all three district schools for substitutes that have a current background check. Seconded by Marty Morgan.
- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (4-0).

#### **C. Mathematics Vision Project**

- Motion was made by Joyce Sudweeks to approve the mathematics vision project and Engage New York Math with the notion the Superintendent will collect more information about supplemental components to the program. Seconded by Teresa Morgan.
- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (4-0).
- Amber Barnson left the meeting at 5:03 PM.
- Stacie Gass left the meeting at 5:11 PM.

#### **E. UCA Plans**

- Motion was made by Marty Morgan to approve the Utah Consolidated Application plans. Seconded by Joyce Sudweeks.
- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (4-0).

#### **F. New Hire**

- Motion was made by Teresa Morgan to approve the hiring of Amy Sylvester at Oscarson Elementary School as a Cook Manager. Seconded by Marty Morgan.
- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (4-0).
- Kathleen Waddington and Erica Cardman left the meeting at 5:16 PM.

#### **G. Policy Approvals**

- Motion was made by Teresa Morgan to suspend the rule for three readings and approve the Valedictorian Policy, the Steps and Lanes Policy #2060 revision 2nd draft, and the Transportation policy #9008 revision on the first reading and the 504 Policy on the second reading. Seconded by Joyce Sudweeks.
- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (4-0).

#### **H. Teachers To Become Credentialed And Qualified**

- Motion was made by Rickey Dalton to approve the Teachers To Become Credentialed and Qualified policy. Seconded by Marty Morgan.
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- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (4-0).

## **VI. Executive Session**

- **5:25 P.M.** Motion was made by Rickey Dalton to enter into executive session for discussion of character and competence of individuals. Seconded by Joyce Sudweeks.
- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (4-0).
- Rickey Dalton left the meeting at 7:24 PM.
- The board left executive session at 7:27 PM.

## **VII. Adjourn**

- Motion was made by Teresa Morgan to adjourn the October 11th, 2016 meeting of the Piute School District Board of Education. Seconded by Marty Morgan.
  - Joyce Sudweeks voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (3-0).
  - Meeting Adjourned **7:27 P.M.**
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