



APPROVED

JANUARY 2016 BOARD MEETING MINUTES

The regular board meeting of the Piute County School District Board of Education was held on **January 12th, 2016** at the Piute County Commission Chambers in Junction, Utah. President Erin Jensen called the meeting to order at 3:00 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 Heidi Hansen, Gloria Fox, Sheree Fullmer, Shauna Bagley, Terecea Westwood, Jeri Sylvester, Don Yates, Terry Higgins, Kennedy Sylvester, Eugene King, Jo Whittaker, and Matt Whittaker.

Work Meeting: For the January work meeting the Board met with school principals and the Piute Education Association representative to discuss the proposed changes to the teacher evaluation policy.

I. Opening Remarks

President Erin Jensen welcomed everyone to Board Meeting.

II. Citizen Dialog

- None

III. Discussion Items

A. District Calendar Discussion 2016 - 2017

- Administrative Assistant Gloria Fox presented a draft district calendar for 2016 -2017. The draft calendar included two flexible days in the case of a snow day or other emergency. The draft calendar included a school start day of August 17th, 2016 and graduation on May 26th, 2017.
- There were some concerns with having the half day professional development days on Wednesdays. Some of the board felt that the school day would be more beneficial if the professional development was done at the end of the day on Fridays.
- It was recommended that the calendar be presented to the administrative council for more opinions and then present the modifications in February.

B. Director Reports: CTE, SPED, IT, Literacy, Head Custodian

- Time was given to CTE Director Don Yates to present on the Career and Technical Education (CTE) program at the high school. Don explained that the CTE program is very efficient right now. 5 of the 7 possible CTE programs are offered at Piute High School. 3 of those programs have a career and technical student organization (CTSO) including FBLA, FFA, and FCCLA. 15 CTE courses are being offered. 8 CTE pathways are offered by 3 different teachers. 2 Concurrent Enrollment CTE classes are being offered.
 - Special Education Director Heidi Hansen presented for the district Special Education program. Heidi was very up beat and positive about the program. A new paraprofessional has
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been selected for Oscarson Elementary and will be starting soon. Heidi discussed that the School District Medicaid Reimbursement program was discontinued and that it would be to our financial benefit to renew that program due to the demand for reimbursable Special Education services.

- Literacy Specialist Sheree Fullmer presented the progress of district literacy programs. Sheree explained that teachers will be going to Beaver School District for further training on implementation of Reading Wonders and Imagine It Phonics. A Literacy Luau will be held on March 16, 2016. The purpose will be to inform parents on the different literacy programs in the school district.
- The Maintenance Director Terry Higgins presented on custodial and maintenance projects and their progress. All lights have now been replaced at Circleville Elementary. The list of summer projects has been building up. At the high school the carpet in the old locker rooms needs to be replaced. Terry explained that there are better alternatives to carpet for school locker rooms. The parking lots have been crack sealed. Parts of the high school parking lot now need to be chip sealed or have a seal coat. Circleville Elementary has an issue with the drip edge around the school. A long list of projects for Oscarson Elementary has been compiled for the coming summer. Terry also mentioned that he would be collecting bids to add additional sprinklers on the Circleville field. There would be no need to water using flood irrigation on that section of the lawn with the additional sprinklers.

C. School Board President

- The board supported Erin Jensen to continue as School Board President for 2016.

D. Administrative Negotiations / Superintendent & Business Administrator Contracts

- Administrative Assistant Gloria Fox explained that there was some confusion about the last time her salary was adjusted. At that time (August FY15) she was taken off the salary schedule and her separate program stipends were combined with her annual salary along with a raise. Gloria explained that the new arrangement did not account for receiving the additional cost of living raise with the non-district office employees in FY16. Gloria pointed out that only Paul, Koby, and herself did not receive the cost of living adjustment.
 - The board expressed their concern that only 3 employees did not receive the cost of living adjustment and proposed that a retroactive adjustment be made for Gloria, Paul, and Koby. The board expressed interest in adding a condition to those contracts that would guarantee the same COLA as other employees each year.
 - The board then reviewed the Business Administrator and Superintendent contracts for renewal. It was determined that an action item was not needed to renew the contracts. The contracts would automatically be renewed if no action was taken. The board did express interest in changing parts of the contracts.
 - It was pointed out that though the district office contracts indicate they're to work 260 days in a contract year they have not worked during the school holidays. There was a discussion as to whether the number of contract days should be reduced or whether the district office staff should use leave days if they want to take off school holidays. There was also a concern with the length of time the Superintendent has to vacate the position should the contract not be
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renewed. Currently the contract reads that the Superintendent would have a year and a half to vacate the position if a contract is not renewed, but Marty felt that 4 or 5 months would be sufficient. There were also some questions as leave payout that were included in the Superintendent and Business Administrator contracts. Don Yates was able to add that those parts of the contracts had not changed since before his time.

- The board determined to review and modify the language of all district office contracts in the February work meeting.

E. Educator Evaluation Policy Revision 3rd Reading

- Tabled to February Board Meeting

F. AB Schedule Discussion - Informal Thoughts From School Visits

- Tabled to February Board Meeting

G. PD Incentive Program Update (Projected Start Date August 2016)

- Tabled to February Board Meeting

IV. Information Items:

A. None

V. Action Items

A. Board Minutes, Payroll, and Vouchers

- Motion was made by Joyce Sudweeks to approve the December 2015 Board Meeting minutes, the December payroll, and district vouchers #160519 - #160624. Seconded by Teresa Morgan.
- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Erin Jensen voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (5-0).

B. Administrative Negotiations

- Motion was made by Marty Morgan to approve a retroactive Cost of Living Adjustment for Gloria Fox, Paul James, and Koby Willis for FY16. Seconded by Rickey Dalton.
- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Erin Jensen voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (5-0).

VI. Executive Session

- 6:13 P.M. Motion was made by Marty Morgan to enter into executive session. Seconded by Rickey Dalton.
- Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Erin Jensen voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (5-0).

VII. Adjourn

- Motion was made by Marty Morgan to adjourn the January 12th, 2016 meeting of the Piute School District Board of Education. Seconded by Rickey Dalton.
 - Rickey Dalton voted Aye, Joyce Sudweeks voted Aye, Erin Jensen voted Aye, Marty Morgan voted Aye, Teresa Morgan voted Aye. Motion carried (5-0).
 - Meeting Adjourned **6:31 P.M.**
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