



# UNAPPROVED MINUTES

## AUGUST 2019 BOARD MEETING MINUTES

The regular board meeting of the Piute County School District Board of Education was held on **August 13th, 2019** at the Piute County Commission Chambers in Junction, Utah. President Marty Morgan called the meeting to order at 3:05 PM. Present was Marty Morgan, Erin Jensen, Rick Dalton, Teresa Morgan, and Jeremy Pearson. Also present was Business Administrator Koby Willis. Guests at the meeting were Paul James, Shauna Bagley, Gloria Fox, Titan King, and Eugene King.

### Opening Remarks:

- Board President Marty Morgan welcomed everyone to the meeting. Opening remarks were given by Jeremy Pearson.

### Citizen Dialogue:

- Titan King presented an idea for an Eagle Scout project at Circleville Elementary. He would like to burn lines in the grass for an official soccer field. He showed the school board an illustration of what the field would look like and the dimensions. The dimensions would be scaled down from a standard soccer field because there isn't quite enough space for a standard field.
- A motion was made by Teresa Morgan to approve the Eagle Scout project proposed by Titan King for his Eagle Scout project. Seconded by Erin Jensen. Motion passed by unanimous vote.

### Discussion Items:

- **Policy #4091 Safe Schools & Appropriate Conduct Revision - 2nd Reading**
  - Discussion Item H. This item was moved up in the meeting so Principal Bagley could address the policy changes. Principal Bagley walked the school board through the changes they had made to the policy after the June school board meeting. The revisions were sent to all of the high school parents with their start of year packets.
- **Piute High School Accreditation Report**
  - Principal Bagley brought copies of the high school accreditation report and took a few minutes to address the report. The report was very positive. The school scored a 351 out of 400 and the 5 year average of all schools evaluated was a 278. The evaluators indicated that it was the highest score they had given. The report will be made available on the district website.
- **District Fee Schedule**
  - Discussion Item A. President Morgan asked if there were any changes from the first time the fee schedule was presented. Koby Willis explained that the Drill Team fee had been reduced with Dance Company and reduced and the Cheer fee had been increased because they would no longer be paired with Drill Team. The school board discussed how the dance class will work. In Drill Team 1A schools are now expected to compete with 2A schools because not enough 1A schools have a Drill Team.

- Koby Willis asked if the school board had any questions or concerns about how the high school was handling meal fee waivers for activity trips. Teresa Morgan mentioned that the first couple meals for the baseball team went well and the players liked the meals. The school board discussed methods for handling overnight trips and day trips over multiple meals.
- **Bus Driver/Coaches Layover Pay**
  - Discussion Item B. Currently head coaches that are bus drivers are not allowed to drive teams. Assistant coaches that bus drivers may drive teams but not collect layover pay. Since the layover pay can add up to be more than the coaching stipend over the course of a sports season the assistant coach would actually make more money by not coaching and just driving. It was proposed that the assistant coaches that are bus drivers be allowed to be paid layover time if they drive for a sports team. The school board agreed to allow assistant coach bus drivers to be paid for layover time.
- **Naxalone Administration Policy - 1st Reading**
  - Discussion Item C. Naxalone or Narcan is a medical drug that can resuscitate someone who has overdosed. It has been recommended that high schools keep some available in emergencies and have staff members trained on how to administer treatment. This policy would provide guidelines for the administration of this drug. The school nurse will provide the training to the staff.
- **Early Literacy Plan for 2019-2020 School Year**
  - Discussion Item D. The school board reviewed the 2019-2020 school year Literacy Plan as written by the elementary school principals. The plan was reviewed earlier and the board felt it was ready for approval.
- **Building Key FOB Software Update**
  - Discussion Item E. Paul James explained that the software controlling the community Key FOBs has several limitations that create problems for building security. He has been collecting bids for upgrading the software to better manage the community keys. It was emphasized that the school district wants to make the buildings as available as possible to the public while still maintaining safety for students.
- **Transportation Secretary Contract**
  - Discussion Item F. Currently the transportation secretary is contracted for three hours a day for 10 months from September to June. In July and August Tina submits a time sheet or claim form for meetings. To simplify the contract and eliminate the extra time sheets and claim forms it was proposed that the transportation secretary contract be changed to 2.5 hours a day for 12 months. The board agreed to allow that change to the contract.
- **Policy #7011 Internal Remote Access Procedures - 1st Reading**
  - Discussion Item G. Paul James explained that the CUES region technology directors had worked together to develop a policy for administering personnel data and accounts. Occasionally the technology director needs to access an employees or students accounts for various administrative purposes. This policy sets guidelines for the conditions under which that access can be granted. The board recommended some minor additions and asked for a second reading.

### **Information Items:**

- **SafeUT App Usage Report for SY19** - Shauna Bagley explained some of the statistics for the SafeUT App at Piute High School last year and reported that the app was helpful for students. Some of the

submissions were student pranks or just reporting acts of kindness, but some were more serious concerns. The top uses of the app were to report bullying and drug use.

- **Bleachers Update** - Koby Willis updated the school board on progress with the new bleachers. The manufacturers had some sort of miscommunication in scheduling and we got bumped back to September. Right now it appears we'll have the short window between Volleyball and Basketball to put bleachers in or during a long away streak for Volleyball in September.
- **Summer Lunch Program** - A big thank you to Gloria Fox for her work on the summer lunch program. Chris Jessen and Melissa Gleave were also instrumental in the success of the program. Using this summer as a baseline we can better plan for what to expect next year. Multiple agencies have offered help to continue the program.

### **Action Items:**

- **Minutes, Vouchers, Payroll**
  - Rick Dalton made a motion to approve the minutes for the June 11th, June 19th, and July 3rd meetings, the June and July payrolls, and district vouchers 191041-191260. Jeremy Pearson Seconded. Motion passed by unanimous vote.
- **New & Revised District Policies**
  - Erin Jensen made a motion to suspend the rule for three readings and approve the Naloxone Administration Policy on the first reading and revisions to the Safe Schools and Appropriate Conduct Policy on the second reading. Teresa Morgan seconded. Motion passed by unanimous vote.
- **School District Fee Schedule 2019 - 2020**
  - Rick Dalton made a motion to approve the school district fee schedule for the 2019-2020 school year as presented. Erin Jensen seconded. Motion passed by unanimous vote.
- **Early Literacy Plan 2019 - 2020**
  - Jeremy Pearson made a motion to approve the school district Early Literacy Plan for the 2019-2020 school year as presented. Teresa Morgan seconded. Motion passed by unanimous vote.
- **New Hires, Reassignments, and Assignments**
  - Rick Dalton made a motion to approve the hiring committees selection of Hunter Tanner as a paraprofessional, Sally James as a Special Education teacher, Kami Gass as a Elementary teacher, Sierra Westwood as a Elementary teacher and Literacy teacher, and Kaden Blood as an assistant Baseball Coach, and to approve the reassignment of Shannon Gleave from part-time to full-time, the reassignment of LeAnn Smith from 4 hours a week to 6 hours, and the assignment of Sally James as a Technology Coach. Jeremy Pearson seconded. Motion passed by unanimous vote.
- **Interim Superintendent**
  - Erin Jensen made a motion to appoint Koby Willis as interim Superintendent until another Superintendent is appointed and grant Marty Morgan authority to act as the Superintendent in district business requiring both Business Administrator and Superintendent signatures. Teresa Morgan seconded. Motion passed by unanimous vote.

### **Executive Session**

- Jeremy Pearson made a motion to enter an executive session for the discussion of the character and competence of individuals. Erin Jensen seconded. Motion passed by unanimous individual voice vote. Teresa Morgan voted aye, Erin Jensen voted aye, Rick Dalton voted aye, Jeremy Pearson voted aye, and Marty Morgan voted aye.

- The school board left the executive meeting 5:42 PM.

### **Adjournment**

- At **5:42 PM** Erin Jensen made a motion to adjourn the August 13th, 2019 meeting of the school board. Jeremy Pearson seconded the motion. Motion passed by unanimous vote.