

## **JUNE 2013 BOARD MEETING MINUTES**

The regular board meeting of the Piute County School District Board of Education was held on June 11, 2013 at the Piute County Commission Chambers in Junction, Utah. President Derrin Jensen called the meeting to order at 4:07 p.m. Present were Marty Morgan, Erin Jensen, Derrin Jensen, Joyce Sudweeks and Rickey Dalton. Also present were Superintendent Shane Erickson and Business Administrator Jeff Barben. Guests at the meeting were Kennedy Sylvester, Devin Shakespeare, Terry Higgins, Gloria Fox, Holly Nowers, Paula Wilde, Kathy Riddle, Mary Pratz,

A Work Meeting was held in the Piute County School District Board of Education at 3:00 p.m. Superintendent Erickson presented a discussion on Code of Ethics for board members.

### **I. Opening Remarks**

Opening remarks were by Erin Jensen.

President Derrin Jensen welcomed everyone to Board Meeting.

### **II. Public Hearing:**

#### **A. District Budget (Preliminary) Year 2013-14**

Business Administrator Jeff Barben presented the preliminary budget for fiscal year 2013-14. He explained to the board members that the budget was still a work in progress, because he had been unable to get Alio to transfer all of the budget information from the old FISCAL financial program and was unable to get correct information out of the system. He has worked with Alio to get information transferred for several months, but they were still unable to get it converted.

### **III. Discussion Items:**

#### **A. Drivers Education Instruction**

Superintendent Erickson explained to the board that electronic high school is no longer offering Drivers Education. He has reviewed options with the USOE and feels that offering Drivers Education during class time at the high school would be the best option. This option would save the parents money, funding is available to cover the cost, it fits better with the student schedules and students can receive high school credit for taking Drivers Education. Kennedy Sylvester and Devin Shakespeare are trying to find the best place to put it in the class schedule. Kendall Torgerson could teach it for one class period for one quarter. Tracy Newby would like to continue covering the driving portion of the class. The class would be offered to freshmen because students can now get a learner permit at 15 1/2. Board members liked the flexibility of Tracy Newby being able to schedule students based on their age. Superintendent Erickson asked board members if he should start ordering materials for the class. Board members agreed.

#### **C. Emergency Policy**

Superintendent Erickson explained that the state has mandated this year that every district needs to have an emergency plan policy as well as an emergency procedures plan. Superintendent Erickson read the mandate from the state and informed the board members that we do have the necessary personnel on a safety committee, but we do need to update and develop a working plan. The committee is working on emergency procedures, phone trees, building maps, alert systems, key fobs, etc. Schools must update their emergency policies by October 30th of each year. The district emergency plan will be posted on the school website. We are planning to do

lockdown and evacuation drills next year. Superintendent Erickson reviewed the medical and illness portions of the mandate.

#### **H. Finance Purchasing Policy**

Jeff Barben asked if the board members had any questions regarding the purchasing policy. None did. Superintendent Erickson reviewed the progress on the summer projects. Board members discussed opening the head wrestling coach position.

#### **J. Art Options – Ceramics/Foundations**

Superintendent Erickson explained to the board that he had been working with Dennis Budge on additional art offerings for next year. We are currently looking at a ceramics/sculpture/clays class which would require us to purchase a kiln and pottery wheel and supplies. Another option would be to teach a VA foundations class, which would touch on different art media and would utilize the lab. Board members felt that ceramics would be the first choice.

#### **F. Safe Schools Key Fobs – Doors Elementary Schools/ Building Use**

Superintendent Erickson explained that Phil Singleton would like to be able to access the elementary schools with key fobs to increase the security in the elementary schools. It would cost \$8,000 to have both elementary schools retrofitted to use the key fobs. Joyce Sudweeks asked if we could secure the individual rooms. Superintendent Erickson stated that it would be possible, but access to the building would be a priority. Board members directed Superintendent Erickson to move forward with the key fobs in the elementary schools.

Erin Jensen read a statement on public meetings with specific instructions for rules for speaking in school board meetings.

#### **B. Educator Standards R277-515 set as an Addendum as Code of Conduct for Licensed Educators to PCSD Policy 2099**

Superintendent Erickson referred board members to a handout explaining R277-515 that addresses licensed employees in school districts. Superintendent Erickson referred the board members to the current district policy 2099 and explained how the policy fits with the state of Utah standards. R277-515 is state law as of April 1, 2012. Superintendent Erickson detailed the rules and that we should update our policy to match the current state law. Superintendent Erickson reviewed professional conduct, conflict resolution, ethical decorum, criminal behavior, etc. This policy would apply to all licensed employees.

#### **D. Review Educator Contracts/Utah Educator Standards R277-515**

Superintendent Erickson reviewed the Educator contracts with the board members. The contract language addresses the new state law and clarifies the expectation of teachers within the contract.

Superintendent Erickson explained his survey of other districts to the educators work schedules that other districts are requiring of their educators. Superintendent Erickson explained the concerns that he had received from educators regarding the change in contract language and suggestions for changing the language. The contract addresses the rights of teachers, orderly termination, employee discipline, provisional employees, etc.

Holly Nowers asked why the board is putting language in the contract instead of referring to the policy. The superintendent stated that he had reviewed the policy with the USOE legal officer

and Utah State Risk Management and both felt that the language was sound.

### **K. Summer Transportation/Transportation Protocol**

Superintendent Erickson explained that the board had asked him to explore the transportation policies of other districts and the use of district vehicles for summer vehicles. He reviewed current summer transportation policies and the transportation policies established by risk management with the board. School activities should be pre-approved at least 48 hours prior to the activity. Drivers must have supervisory help when providing transportation to an activity and supervisor must return with the driver from the activity. Students must return with the driver unless they have parental consent. Superintendent Erickson asked the board if they felt comfortable with negotiating summer travel each year depending upon the budget. Kathy Riddle asked if the migrant students in summer school are covered when the district provides transportation. Superintendent Erickson stated that those students would be covered because they are in a district vehicle for a district approved activity. Devin asked what he should plan for the rest of the summer for the basketball summer camps. President Jensen stated that the board would decide and Superintendent Erickson would notify him of the decision.

### **I. Master Schedule**

Devin Shakespeare reviewed the master schedule with the board members. He handed each member a master schedule and discussed the changes to the schedule. We will be adding two Ag Systems classes that will be taught by Dan Springer. Scott Bagley will add a journalism class. Matt Belliston will be teaching guitar for a semester instead of general music. 9th graders will be taught Drivers Education during 6th hour. Superintendent Erickson thanked Devin for his willingness to take on the extra duty of working on the master schedule.

### **G. Affordable Healthcare Act**

Superintendent Erickson explained to the board members that we need to make decisions regarding the Affordable Care Act. He checked with legal counsel to see what options we had. Legal counsel informed us that we could negotiate with the employees that would be affected. We discussed the options with the employees and they accepted the offer from the board for the new contracts. The employees did ask for 29.5 hours. Mary Pratz asked if the affordable care act were to go away would the board restore their hours. Board members expressed their openness to restoring their hours.

### **Wrestling Coach**

Erin Jensen asked about opening the position of head wrestling coach. Superintendent Erickson stated that the head wrestling coach position receives a stipend of \$3,090 and asked the board if they wanted him to open the position. Holly Nowers expressed that they would really like to see a good wrestling coach that can dedicate the time necessary to build a wrestling program. Holly stated that if we can't do the program justice then we should let it go. Board members agreed.

### **E. Classified/Certified Negotiations**

President Jensen gave time to Holly Nowers. Holly requested that we keep the insurance the same and absorb the increase to keep the silver plan. Holly requested a 2% increase and a 2% bonus as well. Board members discussed the request and told Holly that they would notify the teachers of their decision.

## **V. Executive Session:**

6:25 p.m. Motion was made by Erin Jensen to enter into executive session to discuss personnel. Seconded by Marty Morgan. All voted Aye. Motion carried.

7:50 p.m.. Motion was made by Erin Jensen to return from executive session. Seconded by Rickey Dalton. All voted Aye. Motion carried.

## **V. Action Items:**

### **A. Approval of Board Minutes and Vouchers**

Motion was made by Marty Morgan to approve the minutes of the May 2013 Board Meeting, and to also approve vouchers #1028-1170. Seconded by Rickey Dalton. All voted Aye. Motion carried.

### **B. Addendum 2099**

Motion was made by Erin Jensen to accept Addendum 2099 to the Educator Standard R277-515 Code of Ethics Policy. Seconded by Joyce Sudweeks. All voted Aye. Motion carried.

### **C. Drivers Education Fee**

Motion was made by Rickey Dalton to increase the Drivers Education fee to \$80. Seconded by Erin Jensen. All voted Aye. Motion carried.

### **D. Teacher Contracts**

Motion was made by Erin Jensen to accept the revised certified/classified contract language as it is, with the exception of adding a clause in #9 that administrative discretion will be granted in emergency situations. Seconded by Joyce Sudweeks. All voted Aye. Motion carried.

### **E. Special Ed Paraprofessionals**

Motion was made by Erin Jensen to approve the hiring of Heather Ryan, Darla Steege and Brooke Gleave as Special Education Paraprofessionals. Seconded by Rickey Dalton. All Voted Aye. Motion carried.

### **F. Master Schedule**

Motion was made by Erin Jensen to approve the Preliminary Master Schedule. Seconded by Joyce Sudweeks. All voted Aye. Motion carried.

## **VI. Information Items:**

### **A. District Budget 2013-2014**

### **B. Educator Standard R277-515 and addendum to policy PCSD2099 Set as Code of Conduct for Educators in PCSD**

### **C. Employee Contract Revisions**

### **D. SPED Paraprofessional Hires/PHS-OES**

### **E. May Board Minutes, Auto Reports, Vouchers**

Motion was made by Joyce Sudweeks to adjourn the May 2013 meeting of the Piute School District Board of Education. Seconded by Erin Jensen. All voted Aye. Motion carried.

Meeting Adjourned 8:15 p.m.