



APPROVED

AUGUST 2014 BOARD MEETING MINUTES

The regular board meeting of the Piute County School District Board of Education was held on **August 12th, 2014** at the Piute County Commission Chambers in Junction, Utah. President Derrin Jensen called the meeting to order at 4:03 p.m. Present were Marty Morgan, Erin Jensen, Derrin Jensen, Joyce Sudweeks and Rickey Dalton. Also present were Superintendent Shane Erickson, Business Administrator Koby Willis, and IT Director Paul James. Guests at the meeting were Tina Sudweeks, Eugene King

Work Meeting

- A work meeting of the Piute County Board of Education was held at 2:00 p.m. with the school administrators and directors.
- Board members and administrators received training on the district goals and LEA compliance

I. Opening Remarks

Opening remarks were by Joyce Sudweeks.

- President Derrin Jensen welcomed everyone to Board Meeting.

II. Public Hearing

A. Citizen Dialog

- Superintendent Erickson brought up new state mandates regarding coaches driving school buses. Superintendent Erickson discussed some of the cost savings and benefits of continuing as is. He also discussed some of the problems that the state sees in continuing. Using coaches as drivers is not a best practice of the state and Piute would be an exception if they were to continue. Superintendent Erickson has placed the issue on the September Board Meeting agenda.
 - Tina Sudweeks discussed that much of the issue is in teachers that have taught all day and then drive to and from activities. Coach/Bus Drivers that are not employed at the school don't present as much of a concern.
 - Marty mentioned that this would also have to include club advisors that work in the schools.
 - Superintendent Erickson summarized the discussion saying the three main issues are supervision, money, and time on duty.
 - The school board came to a general consensus that it would be best to follow the state best practices and have no coaches as bus drivers for their own teams.
 - Tina Sudweeks mentioned speeds for school buses. The school board discussed governing the speeds of the buses at 70 MPH. Fuel economy and safety were discussed as reasons for governing the school buses at 70 MPH.
 - Paul James discussed the public surplus sale of two of the buses.
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III. Discussion Items

A. Final Review of District Goals/ State LEA Compliance/HB

- Superintendent Erickson asked for questions regarding the district goals and lea compliance items

B. Oscarson Ball Field

- Rickey Dalton got on the Marysvale town board agenda and discussed with them the state of the ball fields at Oscarson Elementary. Rickey mentioned that the original intent of the ball fields were to be used for little league and other games. Currently the fields are not regulation size. Rickey petitioned the Marysvale town board for financial support since most of the benefit would be for the community. At the end of the meeting Marysvale approved whatever help was needed for improving the ball field. Little League home run is 165 ft. Rickey mentioned proposals to either move the backstop back or turn the field to face the opposite direction.
- Superintendent Erickson mentioned cameras on the field to protect for vandalism. Paul James discussed prices for cameras and signs to help with security on ball fields. Paul also discussed types of cameras and other surveillance options. The school board agreed that a camera should be installed.
- Rickey discussed improving the Oscarson Elementary gym restrooms to have an outside access for games and recess.
- Rickey petitioned the school board for \$1,500 to help with the purchase or rental of a sod cutter to complete the renovation of the ball field.
- The Superintendent mentioned holding work on the ball field off until other work on Oscarson Elementary is commenced next spring.
- Rickey discussed that the sod needs time to settle and the sooner the project can be done the better.
- Superintendent Erickson mentioned that the Circleville field also needs some work and they need approval to start work in the fall.
- Eugene mentioned that if the changes to the field are made in the fall, the ground will have time to settle and the field will be ready for Softball season.

C. Job Description Review/Updates

- Superintendent Erickson discussed revisions to the School Principal and School Counselor job descriptions. The counselor job description was modified to include trustlands and sterling scholar responsibilities. The superintendent presented new job descriptions for vice-principals and the IT Director. The Principal job description was partly derived from other school districts of similar size and demographics. The superintendent discussed some of the concerns and specific changes that were made to the job descriptions, including leaderships standards.
- Erin Jensen suggested approving the IT Director, Vice Principal, and Counselor job descriptions tonight and doing a second reading of the principal job description.

D. SAGE Testing – Offering Times

- Superintendent Erickson discussed the options of conducting the Sage test 2 or 3 times over the course of the school year. The first test would be at the beginning of the year, the second would be a benchmark test mid-year, and the third would be an end of year test.
- Paul James discussed the time involved in taking test. Overall the high school spent two weeks testing last year. Paul felt that testing would be faster this coming year. The Superintendent elaborated on some of the specific components of the test that made the tests take longer. The superintendent proposed taking the question to the administrative team. Paul suggested revisiting the discussion next year regardless of the decision. Several pros and cons were discussed including instruction time, and benchmarking.
- The board supported the superintendent in taking the issue to teachers and administrators

E. Professional Development-Formal Request and Number of PD Days for Teachers

- The superintendent compared the idea of a PD request similar to the current transportation request. He discussed how PD days were funded in the past. He also discussed the idea of an online form for requesting professional development days. The board discussed the need for professional development and time. The request form would add structure to the professional development day process.

- The board discussed allowing 2 professional development days annually to each teacher.

F. Travel Reimbursement-Meals Discussion Review 1117-3052 Policies

- Erin brought up the discrepancy between reimbursement rates for the board/district office and teachers. Currently the policy reads that the board/district office receives .40/Mile and all others receive .32/Mile. The policies have been unclear and the two different rates have been used for many different purposes not detailed in the current policy. Erin suggests that everyone receives the same mileage paradigm.

- The board discussed some of the practices of other districts for paying miles paradigm. The superintendent discussed the different policies that include paradigms and the differences between them. The Superintendent suggested bringing the conflicting policies together.

- Many other district policies included a rate for when a district vehicle is available and when a district vehicle is not available. Erin suggested a .35 /mile rate that would apply whether a district vehicle was available or not. Other board members agreed.

- The superintendent suggested reading a new policy with the .35 cent rate included in the September board meeting.

- Erin brought up some of the expenditures for group meals. She discussed some of the previous procedures and meals that have been provided by the district. It was discussed that district officials and teachers should be treated the same. A district dinner should only be provided for an employee if they are retiring and not just leaving.

- Erin proposed that all district paid meals be approved by the board.

- The Superintendent discussed some of the previous district paid meals practices and procedures. It was discussed how principals meetings were conducted.

- Marty mentioned that there is a lot of expenses for hotel rooms.

G. School Board Community Letter Discussion

- Board president moved to executive session

H. State Guidelines on Teacher Evaluation Implementation Timelines

- The superintendent discussed some of the new teacher evaluations. It's coming time to include student and parent surveys that will be part of teacher evaluations. The incentive pay would include only the legislative educator salary adjustment (\$4,200 for full-time teachers).

I. Parents Rights Policy - HB 122 Review 1st Reading

- The superintendent discussed the strong points of the new Parents Rights Policy. The policy includes parents rights regarding doctor visits, vacations, teacher requests, times for parent/teacher conference, student accommodations, etc.

- Erin Jensen suggested taking the policy to the admin council and soliciting their feedback.

- The board will conduct a second reading in the September board meeting.

J. School Counselor Schedule/High School and Elementary

- The superintendent discussed the use of the high school counselor in the elementary schools. The counselor would be able to cover more students. The counselor would be able to help with suicide prevention, bullying, and other student issues. He would also be able to help the 5th and 6th graders transition into the high school. The school counselor would be on call at any time for the elementary schools.

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- The board discussed that the counselor would be available at the elementary schools at least once every other week for a couple hours.
 - The board will change the work meeting to be a finance committee meeting quarterly starting at 3:30PM. This change will start on the September 9th board meeting.

IV. Executive Session

- 6:25 p.m. Motion was made by Joyce Sudweeks to enter into executive session to discuss personnel. Seconded by Rickey Dalton. All voted Aye. Motion carried.
- 8:15 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 Erin Jensen to approve the minutes of the June and July 2014 Board Meetings, and to also approve vouchers #2558 - #2720. Seconded by Rickey Dalton.
- All voted Aye. Motion carried.

B. Softball Coach

- Motion was made by Joyce Sudweeks to approve Eugene King as the Softball coach at Piute High School. Seconded by Erin Jensen.
- All Voted Aye. Motion carried.

C. District Goals FY15

- Motion was made by Rickey Dalton to accept the District Vision Goals/LEA Compliance as stated. Seconded by Marty Morgan.
- All voted Aye. Motion carried.

D. Paraprofessional Positions

- Motion was made by Rickey Dalton to approve Dana Erickson and Shelia Rotundi as paraprofessionals at Oscarson Elementary and Brooke Gleave as a paraprofessional at Piute High School. Seconded by Erin Jensen.
- All voted Aye. Motion carried.

E. Job Descriptions

- Motion was made by Erin Jensen to approve the new job description for Vice-Principals, the IT Director, and School Counselor. Seconded by Joyce Sudweeks.
- All voted Aye. Motion carried.

F. Professional Development Days

- Motion was made by Marty Morgan to approve two professional development days per teacher per year. Seconded by Rickey Dalton.
 - All voted Aye. Motion carried.
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G. Administrative Assistant Raise

- Motion was made by Erin Jensen to approve a \$2,453 raise for Gloria Fox with a new job title of “Administrative Assistant” and an annually negotiable contract. Seconded by Marty Morgan.
- All voted Aye. Motion carried.

H. Sod Cutter

- Motion was made by Rickey Dalton to approve \$1,500 towards a Sod cutter for the Oscarson ball fields. Seconded by Joyce Sudweeks.
- All voted Aye. Motion carried.

I. Assistant Basketball Coach

- Motion was made by Rickey Dalton to approve Tim Westwood as the Assistant Basketball coach at Piute High School. Seconded by Marty Morgan.
- All Voted Aye. Motion carried.

VI. Information Items:

- A. Rob Cuff-Presentation-UHSAA (January 28th, 2015)** – Will come and address the community in the January
- B. Finance Committee/Technology Committee** – Finance committee will meet quarterly before board meeting to address financial projections and benchmarks. Technology committee will be led by Paul and be composed of parents, students, and teachers
- C. ESEA Wavier /NCLB** – Was voted on by the state school board and the ESEA wavier will stand for another year
- D. School Grading Update**
- E. Stem Initiative**
- F. Coach-Bus Driver Best Practices** – Discussed in public hearing above

- Motion was made by Marty Morgan to adjourn the August 12, 2014 meeting of the Piute School District Board of Education. Seconded by Rickey Dalton. All voted Aye. Motion carried. Meeting Adjourned **8:27 p.m.**
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