

**APPROVED**  
**BEAVER COUNTY SCHOOL DISTRICT**  
**BOARD OF EDUCATION MEETING MINUTES**  
**DECEMBER 5, 2008**

The regular Board Meeting of the Beaver County School District was held at the Provo Marriott Hotel & Conference Center, 101 West 100 North, Provo, Utah, 84601, commencing at 1:00 p.m. on Friday, December 5, 2008.

Those present: Carolyn White, Board President; Bob Davidson, Board Vice-President; Board Members: Richard Limb and Wayne Wiseman; Board Members Elect: Nicholas R. Dotson and Scott Langford; Superintendent Ray Terry, Business Administrator Todd Burke, Curriculum/Technology Director Tracy Davis, and Administrative Assistant to the Superintendent Becky Bartlett. Board Secretary Melissa Yardley was excused.

Presenters: Britton Burbidge and Paul VanKomen – Burbidge and White, LLC; Brian Nelson and Mike Marshall – Utah State Risk Management.

**I. PRELIMINARY**

- A. Welcome** - The meeting was called to order by Board President Carolyn White at 1:07 pm.
- B. Pledge of Allegiance** - The Pledge of Allegiance was led by Superintendent Ray Terry.

**II. WORK SESSION**

**1:00 pm – Board Training – Britton Burbidge and Paul VanKomen of Burbidge and White, LLC**

Mr. Brinton Burbidge discussed the role of the Board and the service they provide.

- Board members are in a position that empowers them when acting in the capacity of a Board member. This means that they only act upon items that are approved by the majority.
- Even though Board members represent the constituency in their various districts, an action can only be taken if it is approved by the majority of the Board.
- Board members need to work together to be more effective.
- Board members are held accountable for their responsibilities.
- Communication is the key to working with the Superintendent. Do not impose your will upon the Superintendent.
- Don't make commitments as an individual Board member! If you do, there may be legal ramifications.
- If you are not satisfied with something, take appropriate action.

Mr. Paul VanKomen discussed Board Member Ethics and Board Interactions with Employee Associations. He cited Utah Laws and court cases regarding these subjects and again cautioned the Board members to only act as a body, not as individuals.

**2:00 pm – Board Training – Brian Nelson and Mike Marshall of Utah State Risk Management**

Mr. Brian Nelson gave an overview of the responsibilities of State Risk Management.

- Risk Management provides insurance coverage for the district and its facilities.
- Risk Management is responsible to help us keep employees, students, and patrons safe while participating in school and school activities.
- When outside entities use school facilities they must provide an Indemnification Agreement and an Insurance Policy. Insurance may be purchased through Fred Mortensen and Company if they do not have coverage of their own.
- All district employees are provided with legal liability protection through Risk Management.
- Out-of-state travel is not covered by Risk Management. If travel outside the state is necessary, a private transportation provider needs to be hired so the participants are covered under the provider's insurance.
- The District is responsible for providing Workplace Harassment Training every year and Risk Management is available to provide this training.

Mr. Mike Marshall is responsible for ADA access, fire, and life. He inspects facilities and playgrounds on a regular basis and is available to answer questions with regard to any of his areas of responsibility. He works closely with John Kesler – Director of Maintenance.

Mr. Brian Nelson encouraged Board members to call and get information regarding questions they may have that pertain to safety and/or liability.

**3:00 pm – BREAK**

**The meeting resumed at 3:24 p.m.**

**III. EXECUTIVE SESSION**

**BOB DAVIDSON MOVED THAT THE BOARD CONVENE TO EXECUTIVE SESSION AT 3:29 P.M. FOR THE PURPOSE OF DISCUSSING COLLECTIVE BARGAINING. THE MOTION WAS SECONDED BY WAYNE WISEMAN. AYE: RICHARD LIMB, BOB DAVIDSON, WAYNE WISEMAN, AND CAROLYN WHITE. MELISSA YARDLEY WAS EXCUSED.**

**RICHARD LIMB MOVED THAT THE BOARD ADJOURN FROM EXECUTIVE SESSION AT 5:55 P.M. THE MOTION WAS SECONDED BY WAYNE WISEMAN. AYE: WAYNE WISEMAN, RICHARD LIMB, AND CAROLYN WHITE. BOB DAVIDSON WAS EXCUSED PRIOR TO THE CONCLUSION OF THE EXECUTIVE SESSION.**

**WAYNE WISEMAN MOVED THAT THE BOARD CONVENE TO EXECUTIVE SESSION AT 5:55 PM FOR THE PURPOSE OF DISCUSSING THE PURCHASE OF PROPERTY. THE MOTION WAS SECONDED BY RICHARD LIMB. AYE: WAYNE WISEMAN, RICHARD LIMB, AND CAROLYN WHITE.**

**RICHARD LIMB MOVED THAT THE BOARD ADJOURN FROM EXECUTIVE SESSION AT 6:04 PM. THE MOTION WAS SECONDED BY WAYNE WISEMAN. AYE: RICHARD LIMB, WAYNE WISEMAN, AND CAROLYN WHITE.**

#### **IV. CLOSING**

##### **A. Adjournment**

**RICHARD LIMB MOVED THAT THE BOARD MEETING ADJOURN AT 6:04 P.M. THE MOTION WAS SECONDED WAYNE WISEMAN. AYE: RICHARD LIMB, WAYNE WISEMAN, AND CAROLYN WHITE**

**The next Board meeting will be held Thursday, January 15, 2009, beginning at 2:00 p.m. at the Beaver County School District Office, 291 North Main Street, Beaver, Utah 84713. This meeting will be hosted by Beaver High School.**