

APPROVED

Beaver County School District
Board Meeting Minutes
Tuesday, July 8, 2008

The meeting began with a Work Session at the Beaver County School District Office, 291 North Main Street, Beaver, Utah, at 11:00 a.m.

Those present: Carolyn White, Board President; Bob Davidson, Board Vice-President; Melissa Yardley, Board Secretary; Board Members: Richard Limb and Wayne Wiseman; Superintendent Ray Terry, Business Administrator Todd Burke, and Administrative Assistant to the Superintendent Becky Bartlett.

I. Work Session

Board President Carolyn White called the work session to order at 11:00 a.m.

- Superintendent Terry and Business Administrator Todd Burke conducted board training by reviewing chapters 1 and 2 in the Utah School Boards Association guide to successful school board meetings "Coming to Order". A chapter will be covered at each work session with one of the board members presenting the information. Richard Limb will present chapter 4 in the August work session.
- The Board members also reviewed the School Improvement Plans.

The Board adjourned at 12:25 for lunch.

II. EXECUTIVE SESSION

- **MELISSA YARDLEY MOVED THAT THE BOARD CONVENE TO EXECUTIVE SESSION AT 1:00 P.M. FOR THE PURPOSE OF DISCUSSING PERSONNEL. THE MOTION WAS SECONDED BY WAYNE WISEMAN. AYE: RICHARD LIMB, BOB DAVIDSON, CAROLYN WHITE, WAYNE WISEMAN, AND MELISSA YARDLEY**
- **BOB DAVIDSON MOVED THAT THE BOARD ADJOURN FROM EXECUTIVE SESSION AT 1:10 P.M. THE MOTION WAS SECONDED BY MELISSA YARDLEY. AYE: RICHARD LIMB, BOB DAVIDSON, CAROLYN WHITE, WAYNE WISEMAN, AND MELISSA YARDLEY**
- **WAYNE WISEMAN MOVED THAT THE BOARD CONVENE TO EXECUTIVE SESSION AT 1:10 P.M. FOR THE PURPOSE OF DISCUSSING COLLECTIVE BARGAINING. THE MOTION WAS SECONDED BY RICHARD LIMB. AYE: CAROLYN WHITE, BOB DAVIDSON, MELISSA YARDLEY, WAYNE WISEMAN, AND RICHARD LIMB.**
- **MELISSA YARDLEY MOVED THAT THE BOARD ADJOURN FROM EXECUTIVE SESSION AT 1:45 P.M. THE MOTION WAS SECONDED BY RICHARD LIMB. AYE: CAROLYN WHITE, BOB DAVIDSON, MELISSA YARDLEY, WAYNE WISEMAN, AND RICHARD LIMB.**

- **BOB DAVIDSON MOVED THAT THE BOARD CONVENE TO EXECUTIVE SESSION AT 1:45 P.M. FOR THE PURPOSE OF DISCUSSING PERSONNEL. THE MOTION WAS SECONDED BY WAYNE WISEMAN. AYE: RICHARD LIMB, BOB DAVIDSON, CAROLYN WHITE, WAYNE WISEMAN, AND MELISSA YARDLEY**
- **BOB DAVIDSON MOVED THAT THE BOARD ADJOURN FROM EXECUTIVE SESSION AT 2:35 P.M. THE MOTION WAS SECONDED BY WAYNE WISEMAN. AYE: RICHARD LIMB, BOB DAVIDSON, CAROLYN WHITE, WAYNE WISEMAN, AND MELISSA YARDLEY**

The regular Board Meeting of the Beaver County School District was held at the Beaver County School District Office, 291 North Main, Beaver, Utah, at 2:45p.m. on Tuesday, July 8, 2008.

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

Administrator: Principal Ben Dalton – Milford Elementary

Patrons: Chad Hollingshead, Ian Adams, Lane Limb, Darrick Whipple, Karen Whipple, S. Cory Norman, Angie Norman, Jennifer Cox, and Alison Cox.

III. PRELIMINARY

A. Welcome: The meeting was called to order by Board President Carolyn White at 2:45 p.m.

B. Pledge of Allegiance: The Pledge of Allegiance was led by Chad Hollingshead.

C. Swearing in of Business Administrator – Todd Burke

Superintendent Ray Terry administered the Oath of Office to Business Administrator Todd Burke.

D. Student Recognition: None

E. Public Input

Alison Cox and Jennifer Cox expressed concern with the low test scores in the fourth grade and the need to have an experienced teacher hired. The Community council has continually poured extra money into the 4th grade for interventions. They also expressed that the decision of the hiring committee should be supported.

Carolyn White explained to the patrons the hiring process is set up as a safety net for the employees. Board members are part of the grievance process so they cannot be on the hiring committee.

Darrick Whipple: expressed dissatisfaction with the way the hiring of the 4th grade teacher at MES was handled by the board. He also expressed his support of the MES hiring committee recommendation. Mr. Whipple wanted Wayne Wiseman to go on record and apologize for an earlier comment.

Wayne Wiseman apologized for his earlier statement. What he meant was that Community Councils represented their individual schools and not other schools.

Ian Adams stated that individual board members need to show support for the whole county not just the people they represent.

Angela Norman expressed her opinion the board should take the recommendation of the community councils. She stated “You say you listen, but you don’t.”

IV. CONSENT ITEMS

A. Approval of Minutes:

- **MELISSA YARDLEY MOVED THAT THE BOARD APPROVE THE MINUTES OF THE JUNE 17, 2008, BOARD MEETING. THE MOTION WAS SECONDED BY WAYNE WISEMAN. AYE: RICHARD LIMB, MELISSA YARDLEY, WAYNE WISEMAN, BOB DAVIDSON, AND CAROLYN WHITE.**

B. Approval of Warrants, Budgets, and Financial Reports:

- **BOB DAVIDSON MOVED THAT THE BOARD APPROVE THE WARRANTS, BUDGETS, AND FINANCIAL REPORTS. THE MOTION WAS SECONDED BY RICHARD LIMB. AYE: RICHARD LIMB, MELISSA YARDLEY, WAYNE WISEMAN, BOB DAVIDSON, AND CAROLYN WHITE.**

C. Travel Requests: - NONE

V. INFORMATION ITEMS

A. Finalization of Transportation Review

- Tracy Davis presented recommendations to help with rising transportation costs for the 2008-09 school year. His recommendations were:
 - Hire a part-time bus mechanic with a tools budget.
 - Limit all non-sanctioned games to 150 miles one-way.
 - Cut all activity runs by 10%.
 - Combine “same destination” runs for all schools.

The Board discussed several options and requested that Superintendent Terry ask the principals and coaches to voluntarily cut activity runs instead of mandating that 10% of activity runs be cut. The Board accepted Mr. Davis’s recommendations with the exception of hiring a part-time bus mechanic and purchasing tools.

- The Board was given the proposed disclosure statement that must be signed by a parent before the textbook can be used for the Biology 1010 course. This class is offered through Dixie College. The Board recommends the disclosure statement makes clear this textbook is the only approved book for this course.
- The Board requested that Mr. Davis have the Human Sexuality chapter removed from the book and that a photo in another section be blacked out.

VI. ACTION ITEMS

A. Facilities/Property:

Several areas of the Milford High School track had only a thin layer of asphalt and when it was being removed the equipment fell through. These areas will be filled and covered with asphalt then sealed with a rubberized membrane. This additional work will cause the finishing of the track to be delayed until mid-August. The asphalt has to cure for 2 weeks before the rubber can be applied.

- **MELISSA YARDLEY MOVED THAT THE BOARD APPROVE THE CHANGE ORDER FOR THE MILFORD HIGH SCHOOL TRACK IN THE AMOUNT OF \$30,000. THE MOTION WAS SECONDED BY WAYNE WISEMAN. AYE: WAYNE WISEMAN, BOB DAVIDSON, RICHARD LIMB, MELISSA YARDLEY, AND CAROLYN WHITE.**

B. Budget: Mr. Burke presented the following information:

- The district still has approximately \$600,000 in outstanding payments for the 2007-08 school year. These are capital projects that were begun in 2007-08 but will finish in July or August of this year such as the repairs and resurfacing of the MHS track, refinishing of floors in both high school gymnasiums, carpet replacement in both high schools, etc.
- A challenge has been given to all program directors to make the financial decisions for their individual programs. They have been very conservative. There needs to be an increase of the spending of restricted funds.
- Unrestricted funds will be used to cover transportation costs and the remainder will be put into a reserve fund. Budget projections from the state for the year 2010 are not good.
- Principal's are to be commended on their site-based budgeting.
- Mr. Burke was asked several questions by Bob Davidson.
 - Where did we get the \$112,000 that is noted in the earnings on investments?
 - We get these earnings from the State Treasurer's fund.
 - What is meant by the term Property?
 - Property listed here is not land, it is equipment?
 - Why is there so much money in Capital Projects?
 - Because of 2007-08 funds allocated and spent but not invoiced yet.

C. Personnel:

- **BOB DAVIDSON MOVED THAT THE BOARD APPROVE THE RECOMMENDATION OF PRINCIPAL BEN DALTON THAT MICHAELA WISEMAN BE HIRED AS A KINDERGARTEN TEACHER AT MILFORD ELEMENTARY WITH THE STIPULATION THAT ENROLLMENT INCREASES TO 34 AND IF THE ENROLLMENT DROPS BELOW 30 THE POSITION WILL BE ELIMINATED. THE MOTION WAS SECONDED BY MELISSA YARDLEY. AYE: WAYNE WISEMAN, BOB DAVIDSON, RICHARD LIMB, MELISSA YARDLEY, AND CAROLYN WHITE.**
- **WAYNE WISEMAN MOVED THAT THE BOARD APPROVE THE RECOMMENDATION OF PRINCIPAL BEN DALTON THAT KERI THOMPSON BE HIRED AS A 4TH GRADE TEACHER AT MILFORD ELEMENTARY. THE MOTION WAS SECONDED BY MELISSA YARDLEY. AYE: WAYNE WISEMAN, BOB DAVIDSON, MELISSA YARDLEY, AND CAROLYN WHITE. RICHARD LIMB ABSTAINED.**

D. Final Reading and Adoption - Policy GCAA: Requiring facilities to be closed to support specific school academic goals.

- **BOB DAVIDSON MOVED THAT THE BOARD APPROVE THE FINAL READING AND ADOPTION OF POLICY GCAA: REQUIRING FACILITIES TO BE CLOSED TO SUPPORT SPECIFIC SCHOOL ACADEMIC GOALS. THE MOTION WAS SECONDED BY RICHARD LIMB. AYE: WAYNE WISEMAN, BOB DAVIDSON, RICHARD LIMB, MELISSA YARDLEY, AND CAROLYN WHITE.**

- E. Approval of payment of \$30,000 to Beaver City for water impact fee.
- **BOB DAVIDSON MOVED THAT THE BOARD APPROVE THE PAYMENT OF \$30,000 TO BEAVER CITY FOR THE WATER IMPACT FEE FOR THE PROPERTY SOCCER FIELD. THE MOTION WAS SECONDED BY BOB DAVIDSON. AYE: WAYNE WISEMAN, BOB DAVIDSON, RICHARD LIMB, MELISSA YARDLEY, AND CAROLYN WHITE.**
- F. Approval of carpet replacement bids for the two high schools.
- **MELISSA YARDLEY MOVED THAT THE BOARD APPROVE THE BID FOR CARPET REPLACEMENT IN THE TWO HIGH SCHOOLS. THE MOTION WAS SECONDED BY WAYNE WISEMAN. AYE: WAYNE WISEMAN, BOB DAVIDSON, RICHARD LIMB, MELISSA YARDLEY, AND CAROLYN WHITE.**

VII. DISCUSSION ITEMS

A. Administrative Report:

- Superintendent Terry gave the Board copies of his June and July calendars.
- The Utah School Boards Association has 6 subcommittees. Superintendent Terry is on the legislative issues committee. He will be meeting with Olene Walker to discuss the best way to deal with legislators. They have also asked him to meet with Bill Hickman.
- Tracy Davis showed the Board the fuel mileage books that will be in each district-owned vehicle.
- Melissa Yardley asked Mr. Davis why the accident reports were not completed. He told her that the forms she received are printouts of the accident summary and that he completes the rest of the report on line.

B. Discussion of Audit Committee – Todd Burke

- Mr. Burke discussed the importance of having an audit committee and the difficulty of finding someone who is qualified to serve on the committee. He suggested that one option would be to pay a member of a CPA firm an hourly rate plus travel to serve on the committee. He asked the Board what they would like to do. The Board would like to advertise in the newspaper again to see if we can find qualified members to serve without pay. If this does not get any results, other options will be discussed.
- Mr. Burke also gave a report on the District's capital projects:
 1. Both gymnasium floors are almost finished.
 2. Carpet replacement began July 7, 2008, at Beaver High School.
 3. The Milford High School track will be finished in mid-August.
 4. The budget included \$70,000 for unplanned expenses. There are several needs in the district right now:
 - a. The entry stairs need to be replaced at the Beaver U facility.
 - b. Front sidewalks need to be replaced at Belknap Elementary.
 - c. The following suggestions were made as a means to limit the increase in food costs:
 - i. Buy in bulk. This necessitates a storage facility where a temperature control can be kept at 50-70 degrees.
 - ii. Store food in the back portion of the 10th Street Center. This area could hold 10-15 pallets of food and the savings on bulk buying could potentially pay for these items in 1 year.

- iii. Move the workshop into the grey brick building by the track.
- iv. Move the fertilizer and snow plow under the football radio booth storage.
- v. Build a 20x20 shed for athletic storage south of the track.
- vi. Install an overhead door in the 10th Street Center.
- vii. Build a small storage at each school to hold non-food items purchased for the entire year.
- viii. These projects are estimated to cost \$15,000-\$20,000.
- o In the June Board Meeting Wayne Wiseman asked about how much land is owned at the Milford Elementary site and where it is located. Superintendent Terry reported that the property includes a strip south of the LDS church and that possibly that piece of property could be traded for property north of the school to build additional parking in the future.
- o The Utah School Boards Association is updating the policy manual. It will be available for adoption in January or February.

C. PTA/FFE: None

D. Community Council: None

E. Board Assignment Reports:

- Wayne Wiseman – None
- Bob Davidson
 - o Asked if there had been any follow-up with School of Life Foundation. Superintendent Terry has invited them to come to the principal's meeting on August 5th and present their information.
 - o Asked about the Milford Elementary property.
- Richard Limb – None
- Melissa Yardley – None
- Carolyn White –
 - o Reminded Melissa of the Delegate Assembly on August 8-9. The Pre-Delegate Assembly will be August 9. Carolyn will be attending committee meetings on July 14 and July 28 and will give information to Melissa with regards to the Delegate Assembly.

F. Public Input – None

G. Emergency Preparedness – None

EXECUTIVE SESSION

- **MELISSA YARDLEY MOVED THAT THE BOARD CONVENE TO EXECUTIVE SESSION AT 5:15 P.M. FOR THE PURPOSE OF DISCUSSING PERSONNEL. THE MOTION WAS SECONDED BY RICHARD LIMB. AYE: RICHARD LIMB, BOB DAVIDSON, CAROLYN WHITE, WAYNE WISEMAN, AND MELISSA YARDLEY**
- **BOB DAVIDSON MOVED THAT THE BOARD ADJOURN FROM EXECUTIVE SESSION AT 5:50 P.M. THE MOTION WAS SECONDED BY RICHARD LIMB. AYE: RICHARD LIMB, BOB DAVIDSON, CAROLYN WHITE, WAYNE WISEMAN, AND MELISSA YARDLEY**

ACTION ITEM

- **MELISSA YARDLEY MOVED THAT THE BOARD ACCEPT THE ASSISTANT COACHES AT BEAVER HIGH SCHOOL AS RECOMMENDED BY PRINCIPAL DAVID GREEN. THE MOTION WAS SECONDED BY BOB DAVIDSON AYE: RICHARD LIMB, BOB DAVIDSON, CAROLYN WHITE, WAYNE WISEMAN, AND MELISSA YARDLEY**

IX. CLOSING

A. Adjournment

- **WAYNE WISEMAN MOVED THAT THE BOARD MEETING ADJOURN AT 5:55 P.M. THE MOTION WAS SECONDED RICHARD LIMB. AYE: BOB DAVIDSON, RICHARD LIMB, WAYNE WISEMAN, MELISSA YARDLEY, AND CAROLYN WHITE**

The next Board meeting will be held Tuesday, August 12, 2008, beginning at 2:00 p.m. at the Beaver County School District Office.