

## Emery County School District | Board of Education

The June 2008 meeting of the Emery County School District Board of Education was called to order at 1:05 p.m. by Board President Laurel Johansen. Other Board members present were Marie Johnson, Sam Singleton, and Rue Ware. Vice-President Royd Hatt was absent. Superintendent Kirk Sitterud was present as was Business Administrator Jared Black.

**Presentations Item #1:** Superintendent Sitterud recognized and expressed appreciation to the four employees who are retiring from the School District: J.J. Grant, LeRoy Maxfield, Sandra Jeffs and Paulette Kelly. Each was presented with a mantel clock. Members of the Board also expressed their appreciation.

**Presentations Item #2:** The next agenda item was to recognize the District Employees of the Year. Superintendent Sitterud first presented the Teacher of the Year award to James Nelson, Teacher at Emery High School. The Superintendent recognized Mr. Nelson for his 33 years of teaching in the School District. In addition to being recognized as an outstanding teacher, Mr. Nelson has served as a coach and student advisor. Mr. Nelson is a favorite teacher of many students at Emery High School and is known for his love of teaching. Mr. Sitterud estimated that nearly 5,000 students have gone through Mr. Nelson's classroom. Members of the Board then congratulated and thanked Mr. Nelson.

The Superintendent next presented the Support Staff Employee of the Year award to Olive McArthur, Co-head Custodian at Canyon View Junior High School. Mrs. McArthur was praised for taking pride in her work – which is evident when you walk into the school. She regularly goes beyond the basic duties of her job to help create a more comfortable atmosphere in the school. She is also well known for her kindness and generosity, always taking extra time to help others. Mr. Sitterud and members of the Board each expressed appreciation congratulations to Mrs. McArthur for a job well done.

**Public Hearing #1:** Following the presentation of these recognitions and awards, a motion was made by Marie Johnson and seconded by Sam Singleton to adjourn the regular meeting to a public hearing to receive comment on the tentative budget for fiscal year 2009. The motion passed unanimously.

Business Administrator Black gave a short presentation on the proposed tentative budget for FY 2009 and recommended the Board approve it as presented. No other comments were made.

**Board Action Item (C):** Marie Johnson made a motion to declare the hearing closed and the general session reconvened. Sam Singleton seconded the motion and it passed unanimously. A motion was then made by Sam Singleton and seconded by Marie Johnson to approve the tentative budget for fiscal year 2009 as presented. The motion passed unanimously.

**Public Hearing #2:** Following approval of the tentative budget, a motion was made by Rue Ware and seconded by Sam Singleton to adjourn the regular meeting to a public hearing to receive comment on opening and adjusting the budget for fiscal year 2008, which ends this June 30<sup>th</sup>. The motion passed unanimously.

Mr. Black explained that during the year there are a number of changes in revenues and expenditures in various programs. These changes make it necessary to adjust budgets for these programs. There were no other comments made and Marie Johnson motioned to declare the public hearing closed and the general session reconvened. The motion was seconded by Sam Singleton and approved unanimously.

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**Board Action Item #1:** A motion was made by Sam Singleton and seconded by Rue Ware to authorize the Business Administrator to adjust fiscal year 2008 budgets to reflect revised amounts. The motion passed unanimously.

**Board Action Item #2:** The meeting continued with action items, the first of which was to consider the warrants, minutes for the May 2008 Board meeting, and monthly financial reports for May 2008. After consideration, a motion was made by Sam Singleton to approve the minutes, as well as the warrants and the May financial reports as presented. The motion was seconded by Marie Johnson. The motion passed by unanimous vote.

**Board Action Item #3:** Superintendent Sitterud explained that the Legislature passed a bill this year funding an optional one-time performance based compensation program. Each School District in the State that wants to participate in the program is required to develop a plan outlining how the performance bonuses will be earned. He presented to the Board his plan, explaining how it will work and answering the questions of Board members. The program will be optional for employees, and those who choose to participate will need to complete three performance indicators in order to receive the bonus. President Johansen commented that the plan looks exceptional. Sam Singleton made a motion to approve the plan as presented. Marie Johnson seconded the motion and it passed unanimously.

**Board Action Item #4a:** Mr. Sitterud presented to the Board letters of resignation from Bandi Olsen, Teacher at Cleveland Elementary, and Julie Seamons, Educational Assistant at Ferron Elementary. He also mentioned that Jayne Williams, Teacher at Green River High, has decided to stay at Green River High. He then recommended that the Board accept the resignations, effective immediately, as well as recognizing that Ms. Williams will be back at Green River High next year. Rue Ware made a motion as presented by the Superintendent. Sam Singleton seconded the motion and it passed by unanimous vote.

**Board Action Item #4b:** Mr. Sitterud recommended to the Board that the following persons be approved for the positions indicated, beginning employment at the start of the appropriate contract period for the 2008-09 school year:

<i>Gwen Callahan:</i>	<i>Supervisor of Secondary Education</i>	<i>District Office</i>
<i>Kerry Lake:</i>	<i>Supervisor of Buildings and Grounds</i>	<i>Maintenance</i>
<i>Kris Bell:</i>	<i>Volleyball Coach</i>	<i>Emery High</i>

After consideration, a motion was made by Marie Johnson and seconded by Rue Ware to approve all hiring recommendations as presented. The motion passed unanimously.

**Board Action Item #4c:** Mr. Black explained that the Work-Based Learning Coordinator position at Emery High School has never had a job description, nor has it been tied to a salary schedule. After discussions with Ed Clark, Vocational Director for the School District, a job description was developed, and the recommended Wage Grade for the position is Grade 10 on the Classified schedule. Mr. Black recommended that the Board approve the job description and placement on the salary schedule. Rue Ware made the motion as presented by Mr. Black and Marie Johnson seconded the motion. It passed unanimously.

**Board Action Item #5:** Mr. Black presented a revision of policy GCBA to the Board, explaining that the revision is an adjustment from 18.5% to 20.5% on the Supervisor portion of the administrative salary schedule. Member Johnson motioned to approve the proposed changes, also deleting the sentence indicating that the Board has the

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option of discounting a year of poor teaching. Sam Singleton seconded the motion and it passed by unanimous vote.

**Board Action Item #6:** This item was tabled to later in the meeting.

**Board Action Item #7:** This item was also tabled to later in the meeting.

**Board Action Item #8:** Business Administrator Black next requested Board approval for the construction class at Emery High School (EHS) to build a house on district owned property next school year. He recommended the Board approve a budget of \$150,000 for this project. A motion was made by Sam Singleton and seconded by Marie Johnson to approve the project and funding recommendation. The motion passed unanimously.

**Board Action Item #9:** Mr. Black requested that the Board authorize him, as the Business Administrator, to sign the closing papers necessary to sell the house built this year by the Building Construction Program at Emery High School. Rue Ware motioned to authorize Mr. Black to sign the closing documents as needed. Marie Johnson seconded the motion, which passed unanimously.

**Board Action Item #10:** Mr. Black explained that the 2008 Board Meeting calendar he had presented for approval back in December had an erroneous meeting time for the November 5<sup>th</sup> meeting in Green River. Instead of being 7:00 pm, it should have been listed at 5:00 pm. Sam Singleton motioned to approve the change in time to 5:00 pm. Laurel Johansen seconded the motion which carried unanimously. Mr. Black mentioned that he will send the change to the newspaper for publication.

**Board Action Item #11:** A motion was made by Rue Ware and seconded by Marie Johnson to declare the following vehicles and property as surplus and authorize the Business Administrator to advertise them for sale: D24, a 1996 Corsica; D48, a 1998 Cavalier; 951, a 1995 Bluebird bus, and 952, a 1995 Bluebird bus. The motion passed unanimously.

**Board Action Item #12:** Business Administrator Black presented bids from GTS and Oasis on the lighting upgrade project at the Emery High School Auditorium. The project is anticipated to begin in the early Fall and take about three weeks to complete. Mr. Black explained that he met with Mr. Frisbee and Mr. Peacock at Emery High to review the bids. Although the bid from Oasis is slightly higher, they recommend Oasis due to a tremendous reputation for customer service and quality, as well as uncertainty about the cost and difficulty with hiring a local electrical contractor, which would be required with the GTS bid. The Oasis bid includes a fixed cost for electrical, which will be performed by a specialized contractor from the Salt Lake area. Rue Ware motioned to award the bid of \$157,660 from Oasis. Sam Singleton seconded the motion, which passed unanimously. The bid from GTS came in at \$153,888.

**Board Action Item #13:** Mr. Black recommended that the Board approve an increase in School Lunch prices due to the substantial increase in food costs that is anticipated next year. The recommended increases, which are based on revenue and expenditure projections for the 2008-09 school year are the following: A ten cent breakfast increase at each of the schools as well as a 10 cent lunch increase at elementary schools and a 15 cents lunch increase at junior high and high schools. Member Johnson mentioned that the District never likes to raise prices, but due to increased food costs, it is necessary. She then motioned to approve the increases as presented. Rue Ware seconded the motion and it carried by unanimous vote.

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**Reports Item #1:** Superintendent Sitterud discussed the current staffing needs in the District. He also recognized the Business Office for receiving an Award of Excellence in Statistical Reporting.

At 2:20 p.m., a motion was made by Marie Johnson and seconded by Sam Singleton to adjourn to closed meeting to discuss personnel matters and collective bargaining. The motion passed unanimously.

Upon reconvening to general session, President Johansen reopened discussion of the previously tabled action items.

**Board Action Item #6:** Mr. Black presented the following recommendations for approval, based on negotiations meetings with the Emery Education Association:

- Increase of \$1,700 (legislative salary adjustment) on the Certified salary schedule
- Increase of 1% (district funded) on the Certified salary schedule
- Full funding of all step and lane increases for Certified employees
- Continue to fund 100% of health insurance premiums for 1.0 FTE Certified employees, and switch insurance carriers to Aetna

Sam Singleton motioned to approve these negotiated items as presented. Rue Ware seconded the motion and it passed by unanimous vote.

**Board Action Item #7:** Mr. Black then presented the following recommendations for approval, based on negotiations meetings with the Emery Classified Association:

- Increase of 4.25% (district funded) on the Classified salary schedule
- Add one index point to the top four steps on the Classified salary schedule
- Revisions to the Classified salary schedule (eliminate Grades 2 and 3, combine Grades 2 & 4 into Grade 4)
- Full funding of all step and lane increases
- Continue to fund 100% of health insurance premiums for 1.0 FTE Classified employees, and switch insurance carriers to Aetna

After consideration, Marie Johnson motioned to approve these negotiation items as presented. Sam Singleton seconded the motion and it passed by unanimous vote.

Following this motion and approval, a motion was made by Sam Singleton and seconded by Marie Johnson to adjourn. The motion passed unanimously and the meeting adjourned at 2:50 p.m.