

The November 2015 meeting of the Emery County School District Board of Education, held at Castle Dale Elementary School, was called to order at 7:05 PM by Board Vice-President Royd Hatt. Other Board members present were Marie Johnson, Sam Singleton, and Julie Wilson. Board President Laurel Johansen was absent until the public comments portion of the meeting (Item D). She conducted the meeting from the public comments portion to the conclusion. Superintendent Kirk Sitterud was also present.

Mr. Hatt welcomed all in attendance and led the audience in reciting the Pledge of Allegiance.

Board Action Item (B1): Board members considered the warrants, minutes of the October 2015 meeting, and financial reports for October 2015. A motion was made by Marie Johnson and seconded by Sam Singleton to approve the warrants, minutes and financial reports as presented. The motion passed unanimously.

Board Action Item (B2a): Mr. Sitterud recommended to the Board that the following individuals be approved for the positions indicated:

<i>Donna Cramer:</i>	<i>Educational Assistant, Resource, 29.5 hr/wk</i>	<i>Castle Dale Elementary</i>
<i>Kayce Fluckey:</i>	<i>Interim Principal</i>	<i>Green River High</i>

Julie Wilson motioned to approve the hiring recommendations as presented. Marie Johnson seconded the motion and it passed unanimously. All approvals are subject to the completion and review of a background check.

Board Action Item (B2b):

Superintendent Sitterud next presented a letter of resignation from the following employee:

<i>Nolan Johnson:</i>	<i>Principal</i>	<i>Green River High</i>
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Sam Singleton motioned to approve the resignation as presented. The motion was seconded by Julie Wilson and passed unanimously. Members of the Board and Superintendent Sitterud expressed their appreciation for Principal Johnson's many years of service with the District.

Board Action Item (B3): Superintendent Sitterud presented the Board with a copy of the Utah Consolidated Plan for Emery School District. He explained that the plan is revised and updated for the 2015-16 school year and requires substantial time to complete, as well as significant coordination between administrators across the District. Each component of the plan requires data-based goals and initiatives as well as a matching budget. Board approval is required and allows the District to begin receiving funding for the programs covered in the plan. Sam Singleton motioned to approve the plan as presented. Royd Hatt seconded the motion and it passed unanimously.

Board Action Item (B4): Superintendent Sitterud presented a detailed educator evaluation plan to accompany the policy approved by the Board of Education in a previous meeting. The plan has been developed through coordination with USOE, and with input from the District educator evaluation committee. Member Johnson made a motion to approve it as presented. Julie Wilson seconded the motion, which passed by unanimous vote. Superintendent Sitterud added that this evaluation system will add significant workload to Principals and Teachers. Several related components, requiring guidance from USOE, have not been completed, or are not yet fully aligned with the new evaluation program. It is also to be tied to District salary schedules in the future.

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Board Action Item (B5): Superintendent Sitterud discussed proposed changes to the substitute teacher pay schedule. He explained that some of the District substitute rates are tied to regular salary schedule increases, and consequently have increased gradually over the last few years. The rates for teaching substitutes have not been tied to salary schedule increases. The proposal includes a \$10 per day increase for each tier. It also lowers the number of days required to reach a higher tier. A new component is also proposed, allowing substitute teachers to move to a higher tier based on cumulative days per school year, even if the days are not consecutive.

Mr. Sitterud noted that it has been difficult for the District to find qualified and effective substitute teachers, and the proposed pay increases would help. Member Wilson asked when the rate increases would be effective. Mr. Sitterud responded that the recommendation he and Business Administrator Jared Black would make is that the increases be effective as of the date of approval. Days already worked by substitute teachers in the 2015-16 school year would count toward the consecutive or cumulative tiers. Marie Johnson made a motion to approve the proposed substitute pay schedule, as explained and proposed. Julie Wilson seconded the motion and it passed unanimously.

Report Item (C1): Principal Melinda Durrant welcomed the Board of Education and thanked them for the opportunity she has to work at a great school. She thanked the faculty and staff at Castle Dale Elementary for their commitment to education. She added that Castle Dale Elementary has two new employees, Kalynn Fail in the computer lab, and Donna Cramer in resource. Positive office referrals are new this year—students are given rewards for being noticed doing positive things, academically or behaviorally. The school is incorporating more technology and will be using a new set of Chromebooks in the upper grades. An iPad lab will also be added later this year.

The faculty and staff are working hard to understand better ways to help each student learn. She reviewed some of the fun events held at the school this year, including a visit from the local fire department, Red Ribbon week, walk to school day, a checkers tournament, preparation for the geography bee & spelling bee, and a veterans day program with Castle Dale City. She is looking forward to a great year. Board Vice-President Hatt thanked Principal Durrant for her report.

Report Item (C2): Mr. Black was absent so no report was given.

Report Item (C3): Superintendent Sitterud mentioned that the audit report has been rescheduled for the next Board meeting on December 2nd. An online survey to gain community input on potential 6th & 9th grade relocations will be going out soon. Mr. Sitterud reviewed the planned survey questions and the process of how the District will notify parents & community members to encourage participation. He thanked Jon Crawford for his work in preparing the survey.

The District is making efforts to evaluate potential grade relocations by having counselors prepare mock scheduling, reviewing available classroom space in schools, looking at staffing and licensure impacts, and other matters. He also explained some of the staffing challenges there would be with teaching endorsements & licensing. Members of the Board asked questions to clarify aspects of the survey. They also indicated a follow-up survey may be needed depending on the feedback received from this initial survey. Member Johnson added that the District needs to make a special effort to solicit input from community members who don't currently have kids in schools since they are also taxpayers. The survey will be made available from Wednesday, November 11th to Friday, December 4th. Those without computer access at home can complete the survey at any District location.

Public Comments (D): Rachel Lund, representing the USU-Eastern Upward Bound program, discussed tutoring opportunities for students in the program. She has made it a focus to get 9th grade students at Canyon View Junior High involved. There are 6-9 students participating this year. Tutoring is available after school at Emery High School. Some of the students are leaving school early with their parents to get to EHS. Ms. Lund asked if these students could ride the activity bus to EHS, hoping that this would resolve the issue of students leaving early. Member Johnson asked if a tutor could be provided at Canyon View. Ms. Lund responded that there aren't currently enough tutors, but she agreed that if she can find and hire qualified tutors, that would be the ideal resolution. Members of the Board indicated that the District would visit with Principal Jones and find out more details—hoping that eventually, tutors can be found to serve the students directly at Canyon View Junior High.

Closed Meeting (E): At 8:10 p.m., a motion was made by Marie Johnson and seconded by Sam Singleton to move to a closed meeting for the purpose of discussion related to the character, professional competence, or physical or mental health of an individual. Member voting on this motion was as follows:

- Laurel Johansen Aye
- Royd Hatt Aye
- Marie Johnson Aye
- Sam Singleton Aye
- Julie Wilson Aye

The closed meeting was held in the Faculty Room at Castle Dale Elementary School on Wednesday, November 4th, 2015, beginning at 8:20 pm. All five Board members were present for the closed meeting, as were Superintendent Kirk Sitterud, Secondary Supervisor Jed Jensen, and Principal Larry Davis. The closed meeting finished at 9:05 pm. A recording of the meeting was made and will be kept on file by the District. Minutes of the closed meeting have also been prepared.

Adjournment (F): Upon reconvening to regular meeting, a motion was made by Sam Singleton and seconded by Royd Hatt to adjourn. The motion passed unanimously and the meeting adjourned at 9:05 PM.