

Minutes of the South Summit School District Board of Education Meeting held on **August 11, 2016**, beginning at 6:00 p.m. in the Board Room at 285 East 400 South, Kamas, UT.

Present: Mr. Craig Hicken, President; Mrs. Suni Woolstenhulme, Vice President; Mr. Steve Hardman, Mrs. Debra Blazzard, Superintendent Shad Sorenson, Mr. Kip Bigelow, Business Administrator

Excused: Mr. Jim Snyder

Guests: Joni Hatch, Dale Hatch, Trey Hatch, Jessica Crystal, Tawna Padfield, Sarah Black, Any Regan, Mindy Burgess, Thomas Schulz, Jayne Angell, Mark Houtz, Nan Peterson

1. President Hicken called the meeting to order at 6:00p.m.
2. President Hicken led the Pledge of Allegiance.
3. Student Success Spotlight: Trey Hatch received a contribution from the Board to attend the SUU Governor's Honor's Academy this past summer and returned to report on the educational and inspiring experience he obtained. Upon completing the Academy, he was awarded a full scholarship to SUU.

Educator Spotlight: Amy Regan, SSSD Coordinator of Educational Talent Search, a federally funded program, that assists first-generation, low-income students to see within themselves the potential and ability to pursue higher education. SSSD has a strong program due to the exceptional efforts of Mrs. Regan. She assists students who are in the program and also others who do not qualify for the program. Amongst many other things, Mrs. Regan has also been hired part-time to run the SSHS scholarship program.

Superintendent Sorenson informed the Board that the District received disappointing news that the UVU Grant that supports this program was not approved. Thus, the program will terminate at the end of August until an appeal is heard. Superintendent Sorenson will share available options if the Board goes into Closed Session to discuss personnel matters.

4. Public Comment: None.

5. Information/Report Items:

Technology Assessment Report. SSSD wanted to obtain non-biased perspectives regarding the IT front and backend services models. UEN provided their expertise and knowledge to gather information about SSSD technology. Mr. Jim Stewart, UEN Chief Technology Officer and Mr. Troy Jessup, UEN Associate Director of Operations presented the Board with their Technology Assessment Report.

- a. Mark Houtz, NUES Network Engineer and Matt May, UEN Network Operations also worked on the assessment.
- b. They looked at the technology and education portion of how the technology is used, as well as, conducted many interviews.
- c. The Report includes an Executive Summary and a Recommendations portion.
- d. SSSD has 2,600 devices that are overseen by 2 staff members. The devices must be managed correctly and patched often, requiring constant monitoring – leaving no time for strategic leadership.
- e. SSSD needs a strategic technology plan with a backend infrastructure in place to meet the District's technology needs in the classroom, business office and other areas of the District.
- f. IT needs assistance in addressing network issues more effectively.
- g. Stakeholder needs need to be met.
- h. Possibly track IT issues with a ticketing system.
- i. JAMF is software that should be considered for the District.
- j. One recommendation is that Superintendent Sorenson obtain assistance from someone who would be focused and dedicated to pursuing the strategic planning and strategic thinking of the direction of technology at SSSD.

6. The Board reviewed the Consent Calendar.

7. The Board discussed the issue of Travel Requests being turned in for “approval” after the travel has occurred. Policies and procedures need to be enforced to prevent this from occurring as often as it has been (as these have not been extenuating exceptions to the rule) due to the fact that the District incurs liability for *approved* trips. It was further discussed that Faculty/Staff be retrained to follow procedure or they will be faced with personally incurring the liability and non-reimbursement for the trip.

8. Mr. Steve Hardman motioned to approve the Consent Calendar which included the following:

- a. Minutes of the July 19, 2016 Board Meeting Minutes
- b. Minutes of the July 19, 2016 Closed Session Minutes
- c. July 2016 Check Summary
- d. July 2016 Revenue Report
- e. July 2016 Expenditure Report
- f. New Hires:
 - SSAFC Hires:
Shalamar Packer
 - Other Hires
Mark Mataya – Adult Education Director
 - Travel Requests
 - *Gary Crandall – JAMF Nation-Casper: Central Management Systems for Apple Devices (Minneapolis, MN)
 - *Christopher Burton – Athletic Business Conf (Orlando, FL)
 - *David Omer – Colorado ACDA Summer Conf (Denver, CO)

9. Seconded by Mrs. Suni Woolstenhulme.

Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Hardman

Nays: Mrs. Blazzard

10. Agenda Item:

District Vision and Mission Statement Update. Superintendent Sorenson advised the Board that the Vision and Mission Statements were publicized for public input as follows:

Vision Statement

South Summit School District - valuing students and preparing them for success.

Mission Statement

We support, empower, and inspire individuals to promote and achieve academic and character excellence.

11. Motion by Mrs. Suni Woolstenhulme to approve the Vision and Mission Statements as stated above.

Seconded by Mrs. Debra Blazzard

Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Hardman, Mrs. Blazzard

Nays: None

12. Superintendent Items:

- a. Master Plan Committee: The Board was given recommendations for an Advisory Committee (five names); Mr. Steve Hardman and Mr. Craig Hicken volunteered as committee members; and the Board will set an initial meeting date for the first part of September.
- b. New Employee Training Report: Superintendent Sorenson thanked the two Board Members (Suni Woolstenhulme and Debra Blazzard) that attended New Employee Orientation and requested feedback from the Board as to any suggestions for next year.
- c. Convocation Schedule: The Board was invited to be a part of convocations. President Hicken will be out-of-town and asked Mrs. Suni Woolstenhulme, Vice President to do the official welcome.
- d. Digital Learning Grant Update: The District will be eligible for \$20,000 but must meet

the legislative criteria of putting together an extensive planning process as to what the District's needs are; a requirement to obtain stakeholder input; and that a Board Member attend the 2-day Bootcamp meeting September 22-23, 2016 at the Wasatch District Office (Mrs. Suni Woolstenhulme will attend). The first submission deadline is in October and the last deadline is in November to receive funding for this year.

e. USBA Delegate Assembly:

Pre-Delegate Assembly: August 19, 2016 (Friday) -

Delegate Assembly: August 20, 2016 (Saturday) - 9:00am-11:30am-USBA Office

Mr. Jim Snyder will be asked to attend, and Mrs. Debra Blazzard, regional member will look into also attending.

f. UHSAA – Annual Athletic Passes: Board Member passes will be laminated and issued at Convocation.

13. Business Administration Items:

a. Mr. Bigelow is sitting on the Legislative Committee for Equalization.

b. A few months ago, the Board requested that all employees be made aware of the State Risk Management Policy for Use of Personal Vehicles. Employees will do a yearly online training module and will sign-off that they received the information.

14. Board Members Items:

Mrs. Blazzard had several items to report:

a. Mrs. Blazzard updated the Board on the South Summit Education Foundation. The main goal is to give every Senior student who qualifies, a scholarship; and also to recognize and award a teacher from each school with a monetary gift. The student scholarship criteria is (automatic college admission scholarship entries will not count):

- Complete 5 Scholarship Applications = \$500
- Complete 7 Scholarship Applications = \$750
- Complete 10 Scholarship Applications = \$1,000

The Board felt that these numbers were a good point to start and see how students respond to receiving basically \$100 for each scholarship application they complete.

b. Mrs. Blazzard inquired about offering a Child Development class at SSHS for teachers to bring their children. President Hicken stated that this has been discussed previously but there is an issue with Risk Management. Mr. Bigelow confirmed that it has to be part of an instructional process and whether or not there is adequate facility space. Superintendent Sorenson will need to talk to Stephanie Clegg, CTE and suggested this be discussed at a Work Session meeting in the future.

15. Mr. Hardman had a lady tell him that the AFC has a hard time hiring lifeguards and suggested that SSHS PE offer a lifeguard class whereby the AFC could pull certified lifeguards upon completion.

16. Mr. Snyder did not pass along any items to report.

17. Mrs. Woolstenhulme had several items to report:

a. Mrs. Woolstenhulme stated that she and Mrs. Blazzard attended the New Employee Training. It was a good way to introduce new employees to the district in a casual and friendly environment.

b. Mrs. Woolstenhulme asked for clarification on no more SAGE testing for SSHS. Superintendent Sorenson stated that schools can opt out of it for Juniors and we haven't been giving it to Seniors; and there is talk as to whether or not schools can opt out of it for Freshmen and Sophomores.

18. President Hicken received a letter from the Utah High Schools Activities Association (UHSAA) congratulating SSSD for earning another star in its "Raise the Bar Program" for making sportsmanship a priority.

19. Motion by Mr. Craig Hicken to go into Closed Session at 7:50 pm to discuss property items and personnel items.
Seconded by Mrs. Debra Blazzard
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Hardman, Mrs. Blazzard
Nays: None

20. The Board returned from closed session at 8:50 p.m.

21. Motion by Mr. Steve Hardman to adjourn at 8:51 p.m.
Seconded by Mrs. Suni Woolstenhulme
Yeas: Mr. Hicken, Mrs. Woolstenhulme, Mr. Hardman, Mrs. Blazzard
Nays: None

Business Administrator

Board President