The Board of Education of Jordan School District met in closed, study, and regular sessions on Tuesday, August 26, 2014, beginning at 4:00 p.m. at the District Auxiliary Services Building, 7905 South Redwood Road, West Jordan, Utah.

**STUDY SESSION**

Those recognized or signed-in as present:
- Richard S. Osborn, Board President
- Susan K. Pulsipher, Board Vice President
- Janice L. Voorhies, Board Secretary
- (J. Lynn Crane, Board Member, excused)
- Peggy Jo Kennett, Board Member
- (Corbin White, Board Member, excused)
- Kayleen Whitelock, Board Member
- Patrice A. Johnson, Superintendent of Schools
- John Larsen, Interim Business Administrator
- Michael Anderson, Administrator of Schools
- Scott Thomas, Administrator of Auxiliary Services
- Teri Timpson, Administrator of Schools
- Jen Atwood

Board President Richard S. Osborn presided and conducted. The Board of Education met in a study session to discuss the following:

A. **Board Field Trip to Auxiliary Services Areas Adjacent to Auxiliary Services Building**

   Board members toured the current Auxiliary Services facility, specifically those areas utilized for maintenance, grounds equipment storage, warehouse, and other District uses.

   **MOTION:** At 4:40 p.m., it was moved by Kayleen Whitelock and seconded by Susan K. Pulsipher to go into closed session. Motion passed with a unanimous vote.

**CLOSED SESSION**

Those recognized or signed-in as present:
- Richard S. Osborn, Board President
- Susan K. Pulsipher, Board Vice President
- Janice L. Voorhies, Board Secretary
- (J. Lynn Crane, Board Member, excused)
- Peggy Jo Kennett, Board Member
- (Corbin White, Board Member, excused)
- Kayleen Whitelock, Board Member
- Patrice A. Johnson, Superintendent of Schools
- John Larsen, Interim Business Administrator
- Scott Thomas, Administrator of Auxiliary Services

Board President Richard S. Osborn presided and conducted. The Board of Education met in a closed session to discuss personnel and property. The closed session discussion was recorded and archived.

At 5:04 p.m., the meeting adjourned. The Board returned to study session.

**STUDY SESSION, Continued**
A. **Summary Discussion Regarding West Jordan Memorandum of Understanding**

Board members discussed the requirements of the Memorandum of Understanding entered into with the City of West Jordan. They authorized the administration to move forward with discussions with the City regarding the preferred site at Jordan Landing for the District’s Auxiliary Services building.

B. **Discussion on Proposed Revisions to administrative Policy DA167 Transportation**

Scott Thomas, administrator for Auxiliary Services, and Mr. Herb Jensen, director of Transportation, reviewed proposed revisions to policy DA167. The revisions bring the policies in line with current practice and compliance with state law and special education eligibility. The Board will take action to approve the policy during the regular session Board meeting.

C. **Overview of Peachjar Communications System**

Steve Hall, director of Jordan Education Foundation, presented information about Peachjar Communications System. This system is designed to provide electronic flyers at a substantial savings over the cost of printed flyers. If it were to be implemented, training related to e-flyers would be provided to the District’s Information Systems Department, as well as school personnel, and schools would be given the option of whether to participate or continue with paper flyers. The program provides parents the ability to opt-in or out and select notification and privacy preferences.

D. **Dual Immersion Staffing**
Laura Finlinson, administrator for Human Resources, reviewed current staffing for dual immersion classes. They discussed a letter and petition received from Jolynn Alger asking the District to explore utilizing an H-1B visa to obtain dual immersion teachers. Joan Andrews, attorney with Fabian and Clendenin, provided information to the District about the costs the District would incur and the requirements for sponsoring H-1B visas as well as other types of visas. Mrs. Finlinson noted that many universities are able to provide language teachers that are American citizens.

E. Exit Survey for Students and Parents

Anthony Godfrey, administrator of Schools, provided a draft memo and exit survey for Board review. The survey would be used to assess the reasons students leave school. Board members discussed the survey parameters and made recommendations for changes and additional language. Board members agreed that both an exit survey and return to school survey would be beneficial for principals.

F. Board Calendar Update

Board members discussed upcoming meetings of the Board. Direction was given to Superintendent Johnson to avoid scheduling closed and study sessions on the nights Town Hall meetings are held (third Tuesday) in compliance with the Interlocal Agreement. The November 11, 2014, study session was identified as a time the Board could meet with legislators to discuss the upcoming legislative session.

G. Policy Governance Review

1. B/SC 205 Monitoring Deputy Superintendent Performance
2. GP 100 Global Governance Commitment
3. GP 101 Governing Style
4. GP 102 Board Responsibilities

Board members postponed the review of B/SC 205 until January 2015. The review of GP 100 and GP 101 resulted in a minor change that does not require formal Board approval. Changes made to policy GP 102 will be presented for approval at an upcoming Board meeting.

At 6:28 p.m., the meeting adjourned. The regular session started at 6:42 p.m.

REGULAR SESSION

Those recognized or signed-in as present:
Richard S. Osborn, Board President
Susan K. Pulsipher, Board Vice President
Janice L. Voorhies, Board Secretary
(J. Lynn Crane, Board Member, excused)
Peggy Jo Kennett, Board Member
(Corbin White, Board Member, excused)
Kayleen Whitelock, Board Member
Patrice A. Johnson, Superintendent of Schools
John Larsen, Interim Business Administrator
Michael Anderson, Administrator of Schools
Laura Finlinson, Administrator of Curriculum and Staff Development
Anthony A. Godfrey, Administrator of Schools
June M. LeMaster, Administrator of Human Resources
Brad Sorensen, Administrator of Schools
Scott Thomas, Administrator of Auxiliary Services
Teri Timpson, Administrator of Schools
Sandy Riesgraf, Director, Communications
Jason Skidmore, Director, Career & Technical Education
Board President Richard S. Osborn presided and conducted. He welcomed those present. Mr. Scott Thomas led everyone in the Pledge of Allegiance. Reverence was given by Dr. June LeMaster. President Osborn recognized Joel P. Jensen Middle School students for providing the artwork displayed on the walls inside and outside the Board room.

**Recognition of FCCLA 2014 National School Administrator**

Laura Finlinson recognized Jason Skidmore for being named the 2014 National School Administrator of the Year by the Family, Career and Community Leaders of America.

**Comments by Elected Officials**

Carmen Freeman, mayor of Herriman City, expressed appreciation to Board members and Superintendent Johnson for providing an opportunity for elected officials to collaborate with Board members. He thanked Board members and Superintendent Johnson for all of their good work and for the efforts of all the wonderful people who work for Jordan District. Mr. Freeman said he provides a weekly mayor’s report to council members telling them where he’s been and what he’s done which he said has been very beneficial to them. He suggested that Superintendent provide a small memorandum, the frequency of which would be her choice, to give the mayors a brief update on things that would be of importance to them. He thought this would go a long way towards helping with communication.

**Patron Comments Regarding Non-Agenda Items**

No patrons signed up to address the Board.

I. **General Business – Consent Agenda**

A. **Minutes**

Minutes for the Board of Education meetings held July 22, July 28, and August 12, 2014, were provided to the Board of Education.

B. **Expenditures**

Expenditures for the month of July 2014 were provided to the Board of Education.

C. **Financial Statement**

The financial statement through July 31, 2014, was provided to the Board of Education. A copy is attached at the conclusion of these minutes. (Attachment 1)

D. **Personnel – Licensed and Classified**

Personnel changes for the month of July 2014 were provided to the Board of Education.

E. **Recommendation to Issue Certificates for Home Instruction**
It was recommended that the students whose parents have filed affidavits pursuant to Utah Code 53A-11-102 shall be issued certificates excusing them from attending public school.

**MOTION:** It was moved by Peggy Jo Kennett and seconded by Janice L. Voorhies to accept or approve General Business items A through E, as recommended. Motion passed with a unanimous vote.

### II. Bid Recommendation

#### A. School or Department

**Facility Services**

- Middle Schools

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Amount of Bid</th>
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<tr>
<td>Alphacorp Security</td>
<td>$286,056.00 (one-year period)</td>
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<td>B&amp;H Foto &amp; Electronics Corp</td>
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<td>DiscoverIT Solutions Inc.</td>
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<td>Govcomm, Inc.</td>
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<td>HEI Security</td>
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<td>Industrial Camera Systems</td>
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<td>Insight Control Systems</td>
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<td>Metro Video Systems, Inc.</td>
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<td>North American Video, Inc.</td>
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<td>Peacock Systems</td>
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<td>Professional Systems Technology, Inc.</td>
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<td>Stone Security</td>
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<td>Surveillance Systems Integration</td>
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<td>Utah Alarm &amp; Security Solutions, Inc.</td>
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<td>Utah Controls, Inc.</td>
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<td>Valiant Inc.</td>
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**Purpose:** To upgrade security cameras at middle schools as part of the three-year plan to increase safety and security in schools.

**Recommendation:** It was recommended awarding the contract to the lowest responsive, responsible, and acceptable bidders, Alphacorp Security and Stone Security. They complied with the specifications, terms, and conditions outlined in the bid documents. Cameras and licenses were awarded as a package.

**MOTION:** It was moved by Kayleen Whitelock and seconded by Janice L. Voorhies to approve the bid for security camera/license upgrades for middle schools, as recommended. Motion passed with a unanimous vote.

### III. Special Business

#### A. Recommendation to Approve Proposed Revisions to Administrative Policy DA167 Transportation

President Osborn stated that this policy was discussed in detail during the study session and noted that the modifications bring the policy in line with state statute and current practice. A copy of policy DA167 is attached at the conclusion of these minutes. (Attachment 2)

**MOTION:** It was moved by Peggy Jo Kennett and seconded by Janice L. Voorhies to approve revisions to Policy DA 167 Transportation. Motion passed with a unanimous vote.

### IV. Information Items
A. Superintendent's Report

Superintendent Johnson said today had been a fantastic day and she wanted to recognize several people, the first of which was her husband who was in attendance at the Board meeting and who she said supports her by allowing her to do the work that she loves. She also acknowledged Mrs. Timpson's husband who was sitting next to Mr. Johnson for the support he gives to his wife. Dr. Johnson thanked Garth Van Roosendahl for providing AV support to the Board during meetings. She thanked the Facilities Department personnel for how hard they worked all summer to provide an excellent learning environment for students. She asked Mr. Thomas and Mr. Bergera to express the Board's appreciation to these employees. She said as she has walked the buildings in the last few days and has seen all of the facility upgrades done during the summer, it is phenomenal to see the incredible amount of work accomplished in a very short period of time by the Maintenance personnel. Dr. Johnson expressed appreciation to the administrators of schools who she said worked endlessly to provide an excellent administrative conference. She said a field trip was taken as part of the conference to visit the surrounding communities and this was a wonderful activity. Dr. Johnson thanked Jennifer Boehme, president of JEA, for attending the session of the administrative conference where they were learning how to best communicate with teachers regarding how to improve instruction in the classroom. She said JEA is working tirelessly as well to communicate with teachers about how to receive that feedback and to put it to good use in the classroom in order to insure there is an optimal learning environment for students. Dr. Johnson thanked the principals for working to make sure that each school had a great start to the school year and thanked the teachers who have worked many hours beyond their contract days to insure the classrooms are ready to welcome the students. She said a tremendous amount of work has been done by everyone, including classified employees, to support the schools.

Superintendent Johnson introduced the principals of the three Title I schools, Todd Theobald, Brenda Anderson, and Shelly Davis, and thanked them for taking the challenge to participate in the Turnaround program. She said it was amazing as she walked through the classrooms to see them clear of clutter and to see the students ready to learn. She said this has been a wonderful transformation and thanked the principals and teachers for their hard work. Dr. Johnson turned the time over to Mrs. Timpson to report on the progress of the Turnaround program.

1. District Turnaround Program

Teri Timpson, administrator of schools, updated the Board on the implementation of the Turnaround program at Heartland, Majestic, and Westvale Elementary Schools. She said the program began with a visit to the Darden School of Business at the University of Virginia (UVA) and while there, she and the principals talked about moving from "good" to "great" and specifically about organization design which included designing the schools for high levels of success and promoting a school culture that is focused on learning and that has an atmosphere where students feel an urgency to learn. She said this summer they attended a week-long summer camp at which they discussed designing instruction to maximize learning; effective collaboration; evidence of learning; conditions that lead to change; and data-driven decision-making. Mrs. Timpson thanked Clyde Mason for preparing student data for the teachers at the three Turnaround schools so they would have an understanding of their students before they arrived in class and could plan ways to make a difference in their lives. She said a word the program creators use is "bold." This means to be bold in decision-making and in the changes made at the schools in order to change lives. She said emphasis was placed on how to communicate this message of change to the teachers in order to create a shared vision and to help them understand what the Turnaround program is all about. And then finally, she said they discussed the commitment to change and really believing that the students can achieve at high levels. As part of the commitment to change, principals prepared and submitted 90-day action plans. These were focused on the learning environment, effective use of instructional time, strengthening literacy
instruction, and checking for understanding throughout instruction time in order to make adjustments as needed. Professional development was provided to teachers to insure they would be prepared to meet the goals. Parents, PTA, and Community Councils at each of the schools will be brought into the process to do their part to insure that students arrive on time and are prepared to work. She noted that she and Jill Durrant will be visiting the schools each week to check progress and program advisors from UVA will make a fall site visit on September 22 and 23, 2014. Mrs. Timpson invited questions from the Board.

Mrs. Pulsipher asked for more information about communication between the schools and parents. Mrs. Timpson said last spring initial meetings were held with the PTA and School Community Councils about the program. At the start of the school year, letters were sent home to the parents to explain the Turnaround program. It will also be the responsibility of the students to communicate to parents about their progress. And, an important communication will be the visible data that will be displayed in the schools to show how progress is being made.

Mrs. Whitelock said she was asked whether this program replaces The Leader In Me. Mrs. Timpson said The Leader In Me program marries nicely with Turnaround. The Leader In Me is the character piece and provides appropriate procedures and routines to help students use time wisely and act responsibly. She said she doesn't see Turnaround as a program—it is a way to design the school to insure the greatest success possible. She hopes to see the students involved in their own successes and to take ownership for learning. Mrs. Whitelock said she spoke with a few new teachers at the New Teacher Induction that seemed surprised when she mentioned that they were teaching at a Turnaround school. Mrs. Whitelock wondered if these teachers had been adequately informed about being involved in this program. Mrs. Timpson said there were a few very late resignations of teachers at the Turnaround schools and the new hires were made aware of the program during the interview process.

Mr. Osborn stated that he believes The Leader In Me program can provide the structure to help teachers and students focus on learning. He asked if the Turnaround program incorporated more testing. Mrs. Timpson said there would be a literacy benchmark assessment. Mr. Osborn expressed his excitement about this program and expressed his well-wishes to the principals.

Mrs. Kennett said she was excited about the fact that two of the schools are within her precinct and sees it as a great opportunity for these schools. She asked if teachers had an opportunity to opt-out. Mrs. Timpson said the teachers at these three schools were informed last March, prior to the Teacher Transfer Fair, about having their school selected as a Turnaround school and were informed about the work that would need to be done. The teachers were given an opportunity to find a different position if they did not feel they wanted to participate with Turnaround. Mrs. Kennett asked to have a copy of Mrs. Timpson's presentation sent to Board members to use when visiting schools.

Superintendent Johnson said it is important to insure that these three schools are staffed and the District may need to look at hiring procedures. She said when there are populations of highly at-risk students in one area, the resources need to go to that area. She also said when the University of Virginia officials visit in two weeks, that may be one area they will look at and make suggestions.

Superintendent Johnson expressed appreciation to Dr. LeMaster and Mrs. Finlinson for working to staff the schools and for the excellent training the new teachers received during the New Teacher Induction. She also thanked Mrs. Timpson for her efforts.

2. Green Ribbon Safety Month
Paul Bergera, staff assistant for Auxiliary Services, said Green Ribbon Safety month is a program that emphasizes school safety. He said this program is a partnership with the PTA and some of the schools have already been active in Green Ribbon. This year they decided to have all schools actively participate in the program and today they launched Green Ribbon Safety Month. He said packets were provided to each of the schools which included information for students about various ways students could practice being safe. It also included information about how to drive appropriately in school zones. Mr. Bergera showed a safety video which was prepared by the Communications Department and shown at District schools. This video was a reminder to students to always consider safety first. Mr. Bergera thanked Sandy Riesgraf and the Communications Department for their help with the video. He also said the District is proud of the partnerships they have with city police and fire department personnel.

3. **Facilities Progress Report**

Scott Thomas, administrator for Auxiliary Services, reviewed the progress of current Capital Outlay projects. A copy of the Facilities Progress Report is attached at the conclusion of these minutes. (Attachment 3)

V. **Discussion Items**

A. **Board Member Committee Reports and Comments**

Mrs. Whitelock said she has nothing to report regarding her committee assignment; however, she did want to thank the administrative staff for all the extra time put into working with the Turnaround program and in working with the communities. She said she appreciates the time they have taken from their personal lives this summer to work on behalf of the District.

Mrs. Kennett said she also did not have a committee report but wanted to express appreciation to the administration for all the work done to prepare for the administrative conference. She said it was a great event and she especially enjoyed traveling with the West Jordan Feeder System group on the bus for the community visits. She said it was great to see principals from all levels talking to one another about how they could support each other. Mrs. Kennett said it was fun to attend the New Teacher Induction and see all of the new teachers. Mrs. Kennett attended the open house for West Jordan Elementary and said it was gratifying to hear the patrons say how much they are enjoying the walls that have been installed and to see the expressions on the faces of the teachers and how appreciative they are to have these walls. She also visited West Jordan Middle School and was pleased to see the completion of the electrical upgrades in all the classrooms. She said this will be a great benefit to the teachers and students.

Mrs. Voorhies said she was at Mountain Shadows when the faculty welcomed the students back to school. She said three or four teachers were in the front of the school doing safety duty and they were so thrilled with the alteration of bus lanes and parking because it created a much safer environment. Mrs. Voorhies said she also enjoyed the administrative conference and the New Teacher Induction and said she takes great pleasure in looking at the brand new young teachers and the excitement they exhibit. She said she told them to call her six weeks from now and she would pat them on the forehead. Mrs. Voorhies attended the Oakcrest opening faculty session and said it was satisfying to see a school faculty that clearly likes each other and are willing to work together.

Mrs. Pulsipher said her committee met together and were able to set legislative priorities for the coming session. She said an interesting meeting was held the night before where members of the Education Coalition were invited to answer questions and discuss the work they do. She said for those who don’t know, there are several groups in the state who meet frequently as part of this coalition to talk about legislation and to share information about upcoming events. Mrs. Pulsipher said these groups include the superintendent’s association, Utah School Boards Association,
secondary and elementary principals associations, as well as the PTA, UEA, and representatives from the Governor’s office. She said it was a very interesting evening. Mrs. Pulsipher said she attended the legislative task force meeting today and there was an interesting discussion about the training of principals. Information was also given to the legislature about the work that is done in the school districts. Mrs. Pulsipher said the legislature invited school board members and superintendents to attend a meeting on September 30 and October 1, 2014, in Cedar City. These individuals would be meeting with legislators who are involved in education committees. She said she could provide more information to those who were interested in attending.

Mr. Osborn said a public meeting for the High School Activities Association would be held tomorrow night to discuss realignment and it will be followed by a 9:00 a.m. meeting the next day regarding general high school activity items. Mr. Osborn said he also serves on the NFUSSD committee and the Board is looking forward to the conference in Kansas City. He said one of the tour groups is dealing with administrative training and he is looking forward to that. Mr. Osborn said the Jordan Education Foundation golf tournament was held and this activity is one of the largest fundraising functions of the Foundation. The donations are used for projects within the schools, recognitions for the teachers, The Leader In Me program, eyeglass programs, and many other good uses of the money. Mr. Osborn thanked the teachers and staff members for all they do and said the schools are successful because of these people.

At 7:55 p.m., President Osborn declared the meeting adjourned.

/jc
Attachments

[Minutes approved 9-23-14]