The Board of Education of Jordan School District met in study and closed sessions and a special Board meeting on Tuesday, January 12, 2016, beginning at 4:00 p.m. at the JATC South Campus (Board Conference Room), 12723 S. Park Avenue (2080 West), Riverton, Utah.

STUDY SESSION

Those recognized or signed-in as present:
Susan K. Pulsipher, Board President
Janice L. Voorhies, Board Vice President
Kayleen Whitelock, Board Secretary
Jen Atwood, Board Member
J. Lynn Crane, Board Member
Richard S. Osborn, Board Member
Matthew Young, Board Member
Patrice A. Johnson, Superintendent of Schools
John Larsen, Business Administrator
Paul Van Komen, Burbidge & White
Jill Durrant, Administrator of Schools
Laura Finlinson, Administrator of Curriculum and Staff Development
June M. LeMaster, Administrator of Human Resources
Brad Sorensen, Administrator of Schools
Scott Thomas, Administrator of Auxiliary Services
Sandy Riesgraf, Director, Communications
Jeri Clayton, Administrative Assistant
Robert Conder, AV Maintenance
Vicki Olson

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

A. Ends Policies and Student Achievement

President Pulsipher stated that at the last study session, Board members identified four concepts from the results of the “What Counts?” activities that will be used to create Ends policies. The first concept is “Value educators as professionals and continue to help them become their very best.” Mrs. Voorhies created policy language for this concept which read: “Value quality educators as indicated by professional competitive remuneration, targeted professional development, growth on evaluation tools, educator feedback with productive implementation, and parent/student satisfaction rates.” It was recommended that the policy be titled, “Empowering Employees.”

The Board held an in-depth discussion about what the policy should say and the message it should convey. It was suggested that the policy help employees feel safe and valued and at the same time communicate high expectations. Board members offered suggestions for formatting and clarification of policy language. They developed the following as a basis for this policy:

Jordan District will value educators as indicated by
A. Targeted professional development
  1. School-wide, leadership team-driven
  2. Self-select
  3. District-wide
B. Evaluation tool growth
C. Educator feedback with productive implementation
  1. Teacher input given prior to program implementation
D. Recognizing and rewarding quality performance

Board members discussed tools or indicators for measuring growth or success. The following measurement tools were identified:

1. Turnover ratios
2. Educator feedback surveys
3. Exit professional development evaluations
4. JPAS performance information; teacher effectiveness rating (provided to the State)
5. Additional surveys
6. Job satisfaction focus groups

Mrs. Finlinson was asked to develop recommendations for measuring quality professional development.

During the discussion it was decided that a better fit for the language regarding “professional remuneration” would be to move it to a Governance Policy and the “parent/student satisfaction rates” could be defined under a customer service policy. The Board discussed creating policies similar to this for the other employee groups.

At 5:08 p.m., the meeting adjourned.

**MOTION:** At 5:08 p.m., it was moved by Kayleen Whitelock and seconded by Janice L. Voorhies to go into closed session. Motion passed with a unanimous vote.

**CLOSED SESSION**

Those recognized or signed-in as present:

Susan K. Pulsipher, Board President
Janice L. Voorhies, Board Vice President
Kayleen Whitelock, Board Secretary
Jen Atwood, Board Member
J. Lynn Crane, Board Member
Richard S. Osborn, Board Member
Matthew Young, Board Member
Patrice A. Johnson, Superintendent of Schools
John Larsen, Business Administrator
Paul Van Komen, Burbidge & White

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

At 5:52 p.m., the meeting adjourned. The Board convened in a special Board meeting.

**SPECIAL BOARD MEETING**

Those recognized or signed-in as present:

Susan K. Pulsipher, Board President
Janice L. Voorhies, Board Vice President
Kayleen Whitelock, Board Secretary
Jen Atwood, Board Member
J. Lynn Crane, Board Member
Richard S. Osborn, Board Member
Matthew Young, Board Member
Patrice A. Johnson, Superintendent of Schools
John Larsen, Business Administrator
Paul Van Komen, Burbidge & White
President Pulsipher presided and conducted. She welcomed those present.

I. **Special Business**

A. **Recommendation to Approve Revisions to Administrative Policy DP345 Group Insurance**

John Larsen, business administrator, and Cheryl Matson, director of Insurance Services, presented the policy for approval. Mr. Larsen said the policy revision provides insurance coverage to teachers on the first day of the month after they begin employment with Jordan District. He said this change aligns teachers with administrators and classified employees and that JEA is in support of this policy change.

**Public Comment**

No patrons signed up to address the Board regarding this Special Business item.

**MOTION:** It was moved by Richard S. Osborn and seconded by Janice L. Voorhies to approve revisions to Administrative Policy DP345 Group Insurance. Motion passed with a unanimous vote.

At 5:58 p.m., the meeting adjourned. The Board returned to study session.

**STUDY SESSION, Continued**

Those recognized or signed-in as present:

Susan K. Pulsipher, Board President
Janice L. Voorhies, Board Vice President
Kayleen Whitelock, Board Secretary
Jen Atwood, Board Member
J. Lynn Crane, Board Member
Richard S. Osborn, Board Member
Matthew Young, Board Member
Patrice A. Johnson, Superintendent of Schools
John Larsen, Business Administrator
Paul Van Komen, Burbidge & White
Jill Durrant, Administrator of Schools
Laura Finlinson, Administrator of Curriculum and Staff Development
June M. LeMaster, Administrator of Human Resources
Brad Sorensen, Administrator of Schools
Scott Thomas, Administrator of Auxiliary Services
Sandy Riesgraf, Director, Communications
Paul Bergera, Staff Assistant, Auxiliary Services
Jeri Clayton, Administrative Assistant
Robert Conder, AV Maintenance

Bruce Williams, Zions Bank
Johnathan Ward, Zions Bank
B. Zions Public Finance Presentation and Discussion

Bruce Williams and Johnathan Ward, the District’s financial advisors, reviewed the components of the District’s potential bond election to be held in November 2016. They presented specific information about the mechanics of a bond election, proposed calendar of events, sample bond election ballot questions, preliminary tax impact analysis, and interest rate environment.

They discussed the importance of obtaining support from city leaders, senior citizen groups, high profile individuals, and legislators, and to have a plan for providing information to the citizens about the bond and the need for new schools. They discussed the need to have a clearly defined list of capital projects that would be completed using bond proceeds and stated that the District’s Five-Year Plan accomplishes this requirement. A preliminary tax impact analysis based on bond amounts from $100 million to $300 million was reviewed.

Mr. Williams recommended that Board members begin immediately talking with city leaders and others to provide them with information about the potential November bond election and to gauge support, and to develop a survey to assess public support. He also recommended that at the Board meeting scheduled for March 8, 2016, the Board vote to approve a Reimbursement Resolution which will allow the District to be reimbursed the cost of the bond election from proceeds of a successful bond election. Mr. Williams and Mr. Ward reviewed a calendar of events and timeline for accomplishing the necessary tasks.

Mr. Young asked to have the Reimbursement Resolution placed on the March 8th agenda, as recommended. He expressed the Board’s appreciation to Mr. Williams and Mr. Ward and expressed the Board’s commitment that they are ready to be invested and engaged in this process.

C. Discussion on NFUSSD Membership and Board Policy GP117 Travel and Other Board Expenses

President Pulsipher stated her concern that while she has enjoyed National Federation of Urban and Suburban School Districts (NFUSSD) conferences, she doesn’t feel she receives enough benefit from attendance to justify the cost of the District’s membership. She said this stems from her concern about spending taxpayer dollars wisely and she wants to insure that Board members are getting the maximum benefit for the expense incurred. She invited Board member input about whether the relationship with NFUSSD should be continued. Board members responded as follows:

Mrs. Whitelock said she has enjoyed some of the NFUSSD classes but feels classes attended at other Board-affiliated conferences were more beneficial. She enjoyed the school visits that were part of the conference activities; however, she believes the same thing could be accomplished without NFUSSD membership. She expressed support for discontinuing the District’s membership in NFUSSD. She also said a coalition of districts in the State that have similar needs, such as Wasatch Front districts, would be a better use of the money.

Mrs. Atwood said she compared the benefit she received from the NFUSSD conference with other Board conferences and while she felt the school visits were beneficial, she thought they could be continued without NFUSSD participation. She expressed support for discontinuing the Board’s relationship with NFUSSD.

Mr. Crane said the most valuable part of the NFUSSD experience is visiting schools and observing what is taking place in these schools. He said he didn’t have a problem with continuing the NFUSSD
membership and in terms of the District’s overall budget, $36,000 is not a lot of money. He said he has never attended a convention where he didn’t benefit in some way and expressed his support for continuing the NFUSSD partnership.

Mrs. Voorhies said in terms of sophistication and structure, NFUSSD is not high on her list; but in terms of exposure to alternative education programs and discussions with school board members that don’t live in Utah and who see the world differently, she thinks the partnership is very valuable. She said when the communities around Jordan District are alike in terms of attitude and structure, then the Board can never stretch or think in terms of doing something different and participation in NFUSSD has provided alternative views. She expressed her support for continuing participation.

Mr. Young said his NFUSSD experience is his limited participation in the recent conference hosted by Granite District; however he did appreciate the visit to the Granite Technical Education facility (Granite’s equivalent to JATC). He said he didn’t know if he could speak to the value of NFUSSD, but stated that he is uncomfortable with the amount of money being spent for travel, etc. to attend conferences. Mr. Young said he gained a greater perspective from participation in the District’s last administrator’s conference and listening to the “Lessons from the Mouse” speaker. He suggested that if the Board discontinues its relationship with NFUSSD, that the dollars be used to bolster the administrator’s conference through perhaps Board-sponsored high-quality speakers.

Mr. Osborn said he wondered if the Board’s feeling that they haven’t got enough out of NFUSSD is because they haven’t tried. He asked if Board members knew NFUSSD had a website, if they had visited it, or contacted any members of NFUSSD-affiliated Boards to ask how they handle situations or what things they may have to face. Mr. Osborn said Jordan’s association with NFUSSD members is worthwhile and he would prefer to have the Jordan Board remain a part of NFUSSD.

President Pulsipher added that if the NFUSSD membership is discontinued, she would like to see the dollars used for professional development.

Mr. Young suggested having this item added to a future Board meeting agenda for a formal vote of the Board.

D. Review of Snow Closure Guidelines

Paul Bergera, staff assistant for Auxiliary Services, reviewed the process for school closure as a result of inclement weather. He discussed the ways in which parents receive communication from the District and what happens at the schools when a late start is required.

Board members discussed problems encountered by parents and District personnel during a recent snowy commute and ways in which communication with parents could be improved. They asked the administration to start early in the year, before inclement weather problems begin, to inform parents of the District’s guidelines and to increase the communication with parents, such as sending a reminder the night before a predicted storm to watch the morning news for reports of school closures. Mr. Young stated that he hoped the expectation of parents and staff members is that safety is the most important element during inclement weather.

E. Policy Governance Review: BS/C 200 Global Governance-Management Connection

Following a discussion about the policy language, the Board agreed to change the language from “The Board’s sole official connection …” to “The Board’s primary official connection …”.

F. Topics for Town Hall Meetings

Board members discussed topics for future Town Hall meetings and their desire to minimize the work required by Cabinet members to prepare for Town Hall meetings. Board members set the January meeting topic as a presentation related to the District’s Five Year Plan, an update on the results of the
“What Counts?” activities, and to provide time for a Q&A session. They agreed to continue the tradition of having the topic for the February meeting a report regarding the current legislative session. Mrs. Whitelock suggested sending a “save the date” notice to legislators about the February meeting.

G. Board Committee Reports

1. District/Community Council Board Advisory Committee

Mrs. Atwood reported that she will be arranging a meeting of the Community Council Committee in the near future and will report later on Committee activities. She attended a meeting of the Human Sexuality Committee and said Riverton High is requesting permission to use the book, “How to Avoid Falling for a Jerk or a Jerkette” in the Health classes. The book will be provided to the Health classes at no cost and suggests important questions students could be asking themselves about others in their lives. Mrs. Atwood said this book is being reviewed by Cabinet members and she personally feels that this book would be a valuable resource for students.

2. Facilities Board Advisory Committee

Mrs. Whitelock reported that staff is preparing SOQs for the high school and middle school designs and they will be sent out soon. She reminded Board members that this is a long process and the decision was made to make preparations early. She asked Board members for input regarding whether the plans for a future high school should be made for a traditional/comprehensive/full service school or an alternative-type high school.

Mrs. Voorhies expressed her point of view that building anything other than a comprehensive high school will not solve the population needs of the District.

Mr. Young stated that the only argument for not building a comprehensive high school is if the Board does not have the appetite for asking the public for the bond funds needed for the cost of construction of a comprehensive high school. He expressed an interest in receiving information about the 21st Century design and looking at how facilities meet the needs of students, but also stated that he is in favor of having plans ready for a comprehensive high school.

It was suggested that a Town Hall meeting topic include a discussion about future high school designs and an invitation to patrons to provide input.

Mrs. Whitelock discussed current property sale and purchase agreements and noted that meetings have been held with Riverton City about a multi-purpose area. Mr. Young asked to be involved in these discussions since Riverton is in his precinct. Mrs. Voorhies offered her place at the January 25, 9:30 a.m., Committee meeting so Mr. Young could attend.

3. District Finance and Audit Board Advisory Committee

Mr. Young stated that he doesn’t have anything more to report other than the information provided by Mr. Ward and Mr. Williams of Zions Public Finance regarding a bond election.

4. Legislative/Community Relations Advisory Committee

Mrs. Pulsipher reported that the Legislative Committee is meeting this Thursday with the newly appointed senator, Lincoln Fillmore, who replaced Aaron Osmond. She reported that the Utah State Board of Education developed an Education Strategic Plan which calls for three imperatives: 1) educational equity, 2) quality learning, and 3) leadership and culture, along with five strategies. She stated that she would forward this Plan to any interested Board members. Mrs. Pulsipher reported that as part of her assignment with USBA she attended the State Board finance meeting on Wednesday and related two things she thought the Board would be interested in knowing. She said they are looking at policy implications for switching charters from October 1 to ADM and they
are looking at how much funding comes from the federal government. They passed out a paper that shows 16 percent federal, 81 percent state, and 3 percent other sources. Mrs. Pulsipher said she thought Board members would be interested in how USBA is organized and showed them a flow chart. She noted that at the top of the flow chart is listed the membership, under membership is the USBA board of directors which includes representatives from all districts, under the board of directors is the executive committee which consists of four officers and two members of the board of directors (one of the two from a rural district), and then committees that meet and work together. Mrs. Pulsipher said last Thursday the State Board approved a 3-1/2 percent “ask” increase for the WPU and the governor’s office is asking for a 4-1/2 percent increase in the WPU.

5. Other Committee Reports

Mrs. Voorhies reported that once the legislative session begins, the Western Growth Coalition will hold a Saturday morning breakfast meeting each week where legislators will update the group regarding legislation. She said she would provide Board members with a schedule of these meetings, if they are interested in attending.

H. Review of Board Committee Assignments for 2016

President Pulsipher reported that new delegates have been chosen for USBA. They are Mr. Osborn and Mrs. Voorhies, with Mrs. Whitelock, and herself as alternates.

President Pulsipher proposed that an additional Board advisory committee be created to oversee charter school relations. She noted that Jordan District has the most charter schools within its boundaries than any other district and she feels a need to provide a way to interface with these schools. This committee would be charged with responsibility for studying the issues and creating a situation that will be positive for Jordan District. Board members agreed to this recommendation and appointed Mr. Young, Mrs. Atwood, and Mrs. Pulsipher, with Mr. Young as committee chair.

President Pulsipher suggested that Mr. Osborn replace Mr. Young on the District/Community Council Board Advisory Committee, to which he agreed.

A copy of the revised Board Committee Assignments for 2016 is attached at the conclusion of these minutes. (Attachment 1)

MOTION: At 9:36 p.m., it was moved by Janice L. Voorhies to adjourn the meeting. Motion passed with a unanimous vote.