The Board of Education of Jordan School District met in study and closed sessions on Tuesday, February 11, 2020, beginning at 4:43 p.m. at JATC South (Board Conference Room), 12723 S. Park Avenue (2080 West), Riverton, Utah.

STUDY SESSION

Those recognized or signed-in as present:
- Bryce Dunford, Board President
- Tracy J. Miller, Board Vice President
- Matthew Young, Board Secretary
- Jen Atwood, Board Member
- Marilyn Richards, Board Member
- Darrell Robinson, Board Member
- Janice L. Voorhies, Board Member
- Anthony A. Godfrey, Superintendent
- Michael Anderson, Administrator of Schools
- John Larsen, Business Administrator
- Paul Van Komen, Burbidge & White
- Cody Curtis, Administrator of Schools
- Rebecca Gerber, Administrator of Schools
- Shelley Nordick, Administrator of Teaching and Learning
- Brad Sorensen, Administrator of Schools
- Vicki Olsen, President, Jordan Education Association
- Jeri Clayton, Administrative Assistant
- Robert Conder, AV Maintenance

President Dunford presided and conducted. He excused Superintendent Godfrey and noted that he may be joining the meeting later. He called for a motion to postpone the discussion regarding a plan to make-up the emergency school closure day until Dr. Godfrey could be present.

MOTION: It was moved by Janice Voorhies and seconded by Marilyn Richards to postpone the discussion regarding a plan to make-up the emergency school closure day until Dr. Godfrey could be present. The motion passed with a unanimous vote.

The Board of Education met in a study session to discuss the following:

A. Fee Schedule for 2020-21

Mr. Brad Sorensen, administrator of schools, reviewed the proposed 2020-21 elementary, middle, and high school fee schedules. He explained that continuous training is being held for all secondary principals and head administrative assistants about fund balances and approval of class and extracurricular fees. He also noted that principals are continually reminded to work towards the goal of spending current year collected fees on current year students and added that if a fee is not on the fee schedule, it will not be charged, and that other than a few exceptions, fees are not charged for required core classes.

Board members discussed large fund balances and the amount charged for general fees and expressed a desire to see more aggressive reductions in large fund balances. Mr. Sorensen stated that the administrators of schools are continuing to work with principals on reducing large reserve amounts.

Board members discussed the requirement for the Board to provide two opportunities for the public to comment about the fee schedule prior to formal approval which needs to take place by April 1, 2020. Following the discussion and with the approval of all Board members, President Dunford instructed staff
to include on the District’s fee schedule website the ability for parents to provide feedback regarding the proposed 2020-21 fee schedules, and instructed them to add a special meeting on March 3, 2020, from 6:00-8:00 p.m. in the Board room at JATC South as the first opportunity for parents to provide the Board with input or share concerns about the fee schedule. He also instructed the administration to add a special business item to the study session scheduled on March 10, 2020 (same location), as the second opportunity for public input regarding the fee schedule, with public comment to be taken from 6:00-7:00 p.m. President Dunford asked the administration to inform parents of the two public input opportunities via Skyleret weekly reminders and to include in the Skyleret message a link to the proposed fees.

President Dunford led a discussion about additional information Board members feel they need in order to be prepared to approve the fee schedule at the general session Board meeting on March 31, 2020. Board members expressed a need to know an aggregate fee amount, to which Mr. Young, chair of the Finance Committee, responded that he would be providing this information to the Board. After the discussion, President Dunford recommended that each Board member be responsible for obtaining the information they desire in order to be comfortable with approving the fee schedule.

**B. Plan to Make Up Emergency School Closure Day**

President Dunford invited Superintendent Godfrey to discuss District plans to make up the February 3, 2020, emergency school closure day due to a winter storm.

Dr. Godfrey reviewed District policy and also noted that last Thursday, State Board Rule, R277-419-4, related to school closures was updated and now allows the State superintendent to grant a waiver due to excessive snow, inclement weather, or other emergencies without Board approval. He explained that the State superintendent has the ability to waive adding a day to the calendar if the LEA has a plan in place to minimize the negative impact on the educational process caused by the closure.

Dr. Godfrey proposed that he send a letter to the State superintendent indicating that the District’s plan for minimizing the negative impact on the educational process is to have each individual teacher prepare a personalized plan and email it to their respective principal. As examples, he suggested that a teacher could have as a plan to rearrange what he/she had planned to teach over the course of a few weeks so the concepts missed on the school closure day can be included in the curriculum, or a plan could include sending work home with communication to parents to cover the concepts or material, or a teacher could also create a plan for a blended-learning approach, etc. Dr. Godfrey said allowing the teachers to create a personalized plan provides flexibility for working within grade levels and class types. He also stated that once principals have collected the plans, they will be submitted to the administrators of schools for review. Dr. Godfrey stated that the intent, after the District’s proposal is approved, would be to email instructions and an outline to teachers so they are aware of the information that needs to be provided. The District could then provide courses or methods to assist teachers with minimizing the negative impact of the missed day. Dr. Godfrey said he believes this plan will provide for a higher level of participation than if a day were to be added to the calendar which, historically, has very low attendance.

Superintendent Godfrey said with Board approval, the letter will be prepared and submitted to the State superintendent as soon as possible. Once approved, the administration will move forward with notifying teachers and principals. He also reported to the Board that some teachers arrived at their respective schools prior to learning about the late start and eventual closure. He said the administration discussed with principals the need to provide flexibility for individual circumstances.

President Dunford asked for Board approval to have Dr. Godfrey move forward with his proposal. All Board members agreed.

**C. Educational and Sabbatical Leave**

Dr. Shelley Nordick, administrator of Teaching and Learning, stated that two employees applied for sabbatical leave for the 2020-21 school year and were found to be qualified. She noted that these individuals will be paid one-half of their salary during the leave period and will be guaranteed the same
position when they return for the 2021-22 year. Board members were in favor of granting the sabbatical leaves of absence.

D. **Report on Survey Results Regarding Naming the New Elementary School in West Jordan**

Ms. Janice Voorhies reported that a survey was sent to the patrons of the new elementary school in West Jordan which invited patrons to submit suggestions for a name for the school. Once name suggestions were received, staff assisted with categorizing the names. Ms. Voorhies presented the following five proposed names: Antelope Canyon, Lark Valley, Barney's Creek, Snow Crest, and Martha Hughes Cannon.

President Dunford read the policy related to naming a school after an individual and stated that it appears the name Martha Hughes Cannon Elementary School fits within the guidelines.

Ms. Voorhies stated that these five names will be presented to the community for input and a name will be selected and presented for approval at the February 25, 2020, Board meeting.

E. **Review of Proposed Revisions to Board Policy Ends 401 Student Achievement**

Mr. Anderson, administrator of schools, reviewed a draft of policy Ends 401, specifically related to middle level achievement. He said changes the Board approved and/or requested at the last meeting have been made, such as updating language to current terms including language about insuring that students advance to high school with full credit in line for graduation, and including science in the “RISE Scores” category.

President Dunford asked Board members if they were comfortable with the current revisions, to which they all responded they were. He asked to have the policy presented for approval at the next general session Board meeting.

President Dunford asked the administration to begin reviewing the elementary level achievement data and to bring recommendations to the Board for potential revisions.

F. **Review of Feedback from Licensed Employee Advisory Committee (LEAC)**

President Dunford invited Ms. Richards, Mr. Robinson, and Mr. Young to share insights and information they learned from their attendance at the LEAC meeting held January 29, 2020. Board members felt the information teachers shared was helpful and insightful and that information the District shared provided teachers with a better understanding related to staffing ratios and costs associated with lowering class size, etc.

Mr. Matt Young explained the email address set up in his name for members of the LEAC to provide input and to ask questions and invited Board discussion about how all Board members could participate in overseeing incoming emails and sending responses. Following the discussion, President Dunford assigned each Board member a two-week block of dates between now and May 16 for them to be responsible for incoming emails and responses.

G. **Discussion on Election Protocol**

President Dunford said in light of the upcoming election in November and the fact that four Board seats will be up for re-election, he wanted to hold a Board discussion about protocols with which all Board members can agree to abide by during the coming months and including through the administration of the Oath of Office for re-elected or new members of the Board.

The first topic he presented was whether Board members could endorse candidates. Following the discussion, all Board members agreed that it is acceptable for them to endorse candidates using the title
“Board Member.” It was suggested that endorsements should remain positive and Board members should refrain from negativity. All Board members agreed that endorsements need to be honorable.

Board members discussed and agreed that the superintendent, associate superintendent, and business administrator should not endorse candidates and that if asked, they could respond that the Board has instructed them to not take a position. They also agreed that Jordan Education Foundation resources should not be utilized as a conduit for supporting candidates.

President Dunford invited discussion about parameters for inviting individuals elected to the Board to participate in Board meetings prior to the January 5, 2021, administration of the Oath of Office. Board members agreed that until after the election canvas takes place, no newly elected Board members will be asked to sit at the study session table; however, after the canvas, they would be invited to sit at the study session table, but will not be invited to vote or attend closed sessions. They would also not be invited to sit at the Board table during general session meetings. Following the administration of the Oath of Office on January 5, newly elected Board members will take their seat at the Board table. He also asked for Board approval to have all newly elected and re-elected Board members be provided with an iPad and an Apple Pencil. All agreed.

H. **Prioritization of Board Goals**

President Dunford reviewed the process the Board used during the last several weeks to define and prioritize 2020 Board goals. He noted that Ends policies are used to determine whether the Board is on course and the Executive Committee is tasked with setting agendas. He reiterated what he understood the Board to say which is that the “center of the bullseye” is student achievement. The next priority will be teachers and staff, and then all other listed priorities fall within the third category.

He said he asked Vice President Miller to begin categorizing agenda items with a priority classification of either one, two, or three, noting that perhaps items classified as a three may be pushed to a future agenda. He asked Board members to state whether they agree with the prioritization that the Board’s highest priority in assembling an agenda and spending money will be first, student achievement, second, teachers and staff, and third, everything else. All Board members agreed.

I. **Tax Reform Statement of Position**

Ms. Marilyn Richards, chair of the Government Relations Board Advisory Committee, reported that a letter regarding the Board position on tax reform was placed on BoardDocs for Board members to review. She expressed a desire to submit the letter as soon as possible and asked for Board approval. Following the discussion, a language change was requested related to impact fees. Ms. Richards said she would make the change and send a revised version to Board members and if no additional input was received from them in the next 24 hours, she would then distribute the letter to legislators.

Ms. Richards reported that the Board has been asked to make a presentation to the Education Appropriations Committee on February 18, 2020, at 4:00 p.m. and invited all Board members to be present. She said Vice President Miller and Mr. Bryan Veazie, principal of Copper Hills High School, will present information to the Committee about how Jordan District has implemented TSSA funds.

J. **Board of Education Meeting Schedule for 2020-21**

President Dunford reviewed the proposed meeting schedule for the 2020-21 year and invited Board input. It was suggested moving the study session from April 13, 2021, to April 6, 2021. President Dunford noted that the schedule is ready for approval with that one change.

President Dunford also invited Board discussion about a date for the Board summer retreat. It was decided to hold the retreat on Monday, July 6, 2020, beginning at 8:00 a.m., with the location to be determined later.
K. Professional Development Board Book Study

Ms. Jen Atwood led a discussion on part one of the book “Heart! Fully Forming Your Professional Life as a Teacher and Leader” by Timothy D. Kanold. She invited Board members to share insights and comments about the information contained in part one. Ms. Atwood asked Board members to read part two in preparation for the discussion in March.

L. Board Reports and Comments

1. Community Outreach Board Advisory Committee

Ms. Atwood, Committee chair, reported that the Committee met last week and has been working to complete the information binder for school dedications. She said she was happy to hear that Mr. Robinson and Mr. Young received dedication packets without having to request them. Ms. Atwood said the Committee has also been working on parade applications and provided Board members with dates of the various summer 2020 city parades.

Ms. Atwood confirmed dates, locations, and times for the February and April Parent University sessions and also asked for Board input or concerns about live streaming of the April Parent University. No concerns were expressed and the Committee will move forward with preparations for live streaming. Mr. Robinson expressed a desire to have the February Parent University recorded and made available to patrons; however, the Committee felt the soonest they could be prepared to provide either live streaming or recording was the April meeting.

Ms. Atwood confirmed that the West Jordan Middle School dedication will take place Wednesday, April 29, 2020, beginning at 7:00 p.m. Board members requested to have a time schedule for them to tour the new West Jordan Middle School. Ms. Atwood said she would make the arrangements for a tour. Ms. Atwood also reported that the District’s retirement dinner is scheduled for Tuesday, May 19, 2020.

2. Facilities Board Advisory Committee

Mrs. Miller, Committee chair, reported that today Salt Lake County finalized plans to close the Marv Jenson facility on March 31, 2020, and to take over operations of the South Jordan Recreation Center on April 1, 2020. She also noted that the fields behind the Marv Jenson facility will remain open.

3. District Finance and Audit Board Advisory Committee

Mr. Young, Committee chair, stated that his Committee will be meeting next week and he will provide a report at a later date.

4. Government Relations Board Advisory Committee

Ms. Richards, Committee chair, and Mr. Anderson, associate superintendent, reviewed several bills currently being considered by the Utah Legislature:
• Representative Pulsipher is continuing to work on a bill amendment that would require local school boards to adopt discipline policies about possession and use of vaping and electronic cigarettes on school grounds.
• H.B. 80 by Adam Robertson would increase the allowable amount a school district may charge for an enrollment fee. This bill is still in committee.
• H.B. 145 introduced by Jeff Stenquist failed, but would have required that bus eligibility be determined by the safe-walking route distance.
• S.B. 104 by Senator Fillmore is an equalization bill and Mr. Anderson noted that he has reached out to the District on several occasions for input on this bill.
• H.B. 71 by Craig Hall may have implications for Board elections. The bill would prohibit straight party voting.
• Senator Harper is working on a bill related to daylight savings time which is contingent upon at least four surrounding states passing like bills.

Ms. Richards noted that Senator Harper has been discussing his idea of funding regular public education buildings as is done for higher education. Mr. Anderson said he will continue to follow progress on this bill.

Ms. Richards reported that a Round-Up will be held Saturday, February 15, at 8:00 a.m. at the West Jordan Hospital for those interested in attending. She reminded Board members that the Mayor’s Round Table discussion will be held April 14 at 5:00 p.m. (as part of the study session) and noted that to date, Mayor Burton, Mayor Timothy, and Chairman Clayton from Copperton have responded that they will attend. She also noted that Friday, February 14, is the USBA Day on the Hill, beginning at 8:00 a.m., and the District Day on the Hill is scheduled for February 20 from 11:00 a.m. to 3:00 p.m. and students from various schools will perform.

5. **Innovations in Education Board Advisory Committee**

Mr. Robinson, Committee chair, reported that a meeting of the RSL Board will be held this week.

6. **Executive Committee**

Mr. Dunford, Board President, stated that he had nothing new to report.

7. **Other Committee Reports**

Ms. Voorhies reported that the Jordan Education Foundation Prize Bus will begin in March visiting schools to present Outstanding Teacher awards and that the Teacher of the Year recognition dinner will be held April 16, 2020.

8. **Superintendent’s Report**

Superintendent Godfrey stated that a principal’s meeting took place this morning and a discussion was held about school grades and standardized test results. He thanked Mr. Jameson, director of Evaluation, Research & Accountability, for the data he provided and said the discussion was not focused on individual schools, but rather on analyzing data from the various levels to identify concerns and patterns that can be addressed. The data included a comparison with other school districts.

At 9:14 p.m., the meeting adjourned.

**MOTION:** At 9:14 p.m., it was moved by Jen Atwood and seconded by Darrell Robinson to go into closed session. The motion passed with a unanimous vote.

**CLOSED SESSION**

Those recognized or signed-in as present:
  Bryce Dunford, Board President
  Tracy J. Miller, Board Vice President
  Matthew Young, Board Secretary
  Jen Atwood, Board Member
  Marilyn Richards, Board Member
  Darrell Robinson, Board Member
  Janice L. Voorhies, Board Member
President Dunford presided and conducted. The Board of Education met in a closed session to discuss personnel, potential litigation, and negotiations. The closed session discussion was recorded and archived.

**MOTION:** At 10:19 p.m., it was moved by Jen Atwood and seconded by Marilyn Richards to adjourn the meeting. The motion passed with a unanimous vote.

JL/jc
The Board of Directors of the Local Building Authority of Jordan School District met in an open session on Tuesday, February 11, 2020, beginning at 4:02 p.m. at JATC South (Board Conference Room), 12723 S. Park Avenue (2080 West), Riverton, Utah.

**OPEN SESSION**

Those recognized or signed-in as present:
- Bryce Dunford, Board President
- Tracy J. Miller, Board Vice President
- Matthew Young, Board Member
- Jen Atwood, Board Member
- Marilyn Richards, Board Member
- Darrell Robinson, Board Member
- Janice L. Voorhies, Board Member
- (Anthony A. Godfrey, Superintendent, excused)
- Michael Anderson, Administrator of Schools
- John Larsen, Secretary/Treasurer
- Paul Van Komen, Burbidge & White
- Cody Curtis, Administrator of Schools
- Rebecca Gerber, Administrator of Schools
- Shelley Nordick, Administrator of Teaching and Learning
- Brad Sorensen, Administrator of Schools
- Vicki Olsen, President, Jordan Education Association
- Jeri Clayton, Administrative Assistant
- Robert Conder, AV Maintenance
- Ryan Bjerke, Bond Counsel, Chapman & Cutler
- Johnathan Ward, Financial Advisor, Zions Public Finance

President Dunford presided and conducted. The Local Building Authority of Jordan School District met in an open session to discuss the following:

A. **Welcome and Review of Purpose for Local Building Authority (LBA)**

President Dunford reported that according to the Bylaws of the Local Building Authority, the current leadership and members of the Board of Education serve as leadership and members of the Board of Directors for the LBA. He invited all members of the Board of Directors for the LBA to publicly accept responsibility to serve in that capacity. All agreed. He also reported that according to the Bylaws, the secretary/treasurer of the LBA is the business administrator of Jordan School District. President Dunford invited Mr. Larsen, business administrator, to publicly accept responsibility as secretary/treasurer. Mr. Larsen agreed.

President Dunford recognized Mr. Johnathan Ward, the District’s financial advisor with Zions Public Finance, and Mr. Ryan Bjerke, the District’s bond counsel with Chapman & Cutler, and invited them to present information to the Board about the use of lease revenue bonds for the building of a new school in the Daybreak area and for another potential new school.

B. **Lease Revenue Bond Reimbursement Resolution**

Mr. Johnathan Ward, financial advisor with Zions Public Finance, reviewed three financing tools available to the Board, general obligation bonds, lease revenue bonds, and tax anticipation bonds. He noted that about a month ago the District issued the final series of voter-approved general obligation bonds. He reviewed the lease revenue bond structure and process for obtaining and repaying bond
proceeds. He also reviewed advantages and disadvantages of a single issue for two schools vs. two separate issues.

Mr. Ryan Bjerke, bond counsel, Chapman & Cutler, reviewed a potential timeline for obtaining lease revenue bond funds and reported that the first step will include the Board of Directors of the Local Building Authority of Jordan School District approving a reimbursement resolution at a meeting of the Local Building Authority on February 25, 2020. He noted that the resolution does not commit the Board of Directors to issue bonds but rather shows official intent to issue lease revenue bonds and outlines tax requirements, IRS rules, etc.

President Dunford invited the members of the Board of Directors to vote to move forward with formal approval of the reimbursement resolution at the February 25, 2020, meeting of the Local Building Authority of Jordan School District. All Board members unanimously agreed.

**MOTION:** At 4:40 p.m., it was moved by Marilyn Richards and seconded by Janice Voorhies to adjourn the meeting. The motion passed with a unanimous vote.