



**CANYONS**  
School District

**CANYONS SCHOOL DISTRICT  
MINUTES OF BOARD OF EDUCATION MEETING  
December 6, 2016**

The following minutes are a summary of the December 6, 2016 Canyons Board of Education meeting. To listen to the entire board meeting, including all comments made during the meeting, please go to BoardDocs at <http://www.boarddocs.com/ut/canyons/Board.nsf>.

The Board of Education of Canyons School District met in a study session and business meeting on Tuesday, December 6, 2016 beginning at 5:00 pm at the Canyons Administration Building - East, 9361 S. 300 East, Sandy, Utah 84070.

Those present were:

Sherril Taylor, Board President  
Steve Wrigley, Board Vice President  
Nancy Tingey, Board Second Vice President  
Clareen Arnold, Board Member  
Chad Iverson, Board Member  
Robert Green, Board Member  
Amber Shill, Board Member  
James Briscoe, Superintendent  
Leon Wilcox, Business Administrator  
Dan Harper, General Counsel  
Charles Evans, Director External Relations

**1. Study Session – 5:15 pm**

- A. **SCC Final Report** – Alice Peck, School Performance Director of Elementary Principals  
Alice Peck reviewed what is included in the final land trust reports from last year. These reports look at the initial financial proposal and the actual expenditures. The reports are not currently available on the state LAND Trust site. Each school will publish their final report on their school's website.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UW57B05A1>
- B. **Review of FY16 Audited Financial Statement** – Leon Wilcox, Business Administrator & Gary Warwood, Director of Accounting  
Each Board Member received the Comprehensive Annual Financial Report prior to the meeting. All documents are available on BoardDocs under Consent Agenda Item H. Mr. Wilcox reviewed the documents including the Compliance Reports and the Independent Auditor Reports from Squire. Mr. Wilcox answered questions from the Board. Overall Canyons is trending in a positive financial direction and we expect to maintain our AAA rating. Documents are available on BoardDocs.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UXU7B3275>
- C. **Middle School Task Force Update** – Mike Sirois, School Performance Director of Middle School & Elementary Principals  
Mr. Sirois presented information from the Middle School Task Force regarding the middle school schedule. The task force consisted of approximately 35 members with each middle school represented. With the change in State requirements for two additional required courses, College and Career Awareness and Digital Literacy, middle schools are looking at schedules to best meets the needs of their school. Information was presented with input from each of the Canyons School District middle school principals. Numerous schedules were reviewed and instructional time vs elective offerings were discussed. The Task Force set priorities and all but three schedules were dismissed. A six period, seven period and ten period option were voted on by the individual middle schools. Each school selected their preferred schedule and each principal defended their choice to the Board. Each Board member weighed in on the schedule options and proposed each school complete an application for Board consideration on January 17, 2017. Each application, outlining the schedule request for their school, will go to the Academic Team prior to being presented to the Board. Presentation and documentation is available on BoardDocs.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UYD7B44F3>

- D. **Board Mission and Vision Update** -- Board Sub-Committee: Steve Wrigley, Board Vice President, Nancy Tingey, Board Second Vice President, Amber Shill, Board Member.  
On October 4, 2016 the Board approved the Vision & Mission Statement. Recommendations were made and indicators with targets with measurable goals were reviewed. The updated statement is on the Consent Agenda for approval. This is a living document and will be reviewed often and updated as needed. Document is available on BoardDocs.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG7QRD6A8C5C>

2. **Business Meeting – 7:30 pm**

3. **Opening Items**

- A. Welcome  
B. Approve Agenda for December 6, 2016  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UW97B05A7>

**MOTION:** Robert Green moved to approve the agenda for December 6, 2016. Steve Wrigley seconded the motion. The motion passed unanimously.

- A. Pledge of Allegiance – Scout Pack 3227 -- Mark Green, Caleb Farnsworth, Hunter Goodsell, Carson Gord and Benjamin Bird  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UWA7B05A8>  
B. Reverence – Ronnie Mulqueen, Principal, Granite Elementary  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UWB7B05A9>

4. **Recognitions – Jeff Haney**

- A. Student recognitions and recognition of Board Member Robert Green for his years of service.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UWD7B05AB>

5. **Patron Comments -** <http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UWH7B05AF>

- A. **Laura Rupper** –Parent - Brighton Trimester schedule and new schedule changes for middle schools.  
**Rand Rupper** – Parent - Elective classes and concerns with the trimester schedule at Brighton High.  
**Jenni Perkins** –Teacher & Middle School Task Force Committee - Middle school schedule and electives.  
**Shelley Allen** – IB Teacher & Middle School Task Force Committee - Middle school schedule.  
**Erika Bradshaw** – Vice President of CEA & Middle School Task Force Committee - Middle school schedule.  
**Melinda Colton** – Middle School SCC - Middle School Schedule.  
**Andrew Shafer** – Teacher & Middle School Task Force Committee – Middle school schedule.  
**Ladd Johnson** – Parent - New state requirements and middle school schedule.  
**Michelle Lowry** – Parent & part-time instructional assistant - Concerns at Title 1 school and additional support.

6. **Consent Agenda -** <http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UWM7B05B3>

- A. Approval of Minutes from November 15, 2016  
B. Approval of Hire and Termination Reports  
C. Approval of Purchasing Bids  
D. Approval of Student Overnight Travel  
E. Approval of Mount Jordan Middle School Revised 2016-17 Land Trust Plan  
F. Approval of Diamond Ridge High School Revised 2016-17 Land Trust Plan  
G. Approval of Granite Elementary Revised 2016-17 Land Trust Plan  
H. Acceptance of the 2015-2016 Comprehensive Annual Financial Report and all accompanying annual audit reports.

**MOTION:** Nancy Tingey moved to approve the Consent Agenda Item 6A Approval of Minutes from November 15, 2016; Item 6B Approval of Hire and Termination Reports; Item 6C Approval of Purchasing Bids; Item 6D Approval of Student Overnight Travel; Item 6E Approval of Mount Jordan Middle School Revised 2016-17 Land Trust Plan; Item 6G Approval of Granite Elementary School Revised 2016-17 Land Trust Plan; and Item 6H Acceptance of the 2015-

**2016 Comprehensive Annual Financial Report and all accompanying annual audit reports.**  
**Note: Item 6F Approval of Diamond Ridge Revised 2016-17 Land Trust Plan has been pulled for further revision. Amber Shill seconded the motion. The motion passed unanimously.**

## **7. New Business**

- A. Calendars – (Final Reading, Action Requested) Dr. Floyd Stenstrud, Director, Planning & Enrollment Calendars for 2017-18 and 2018-2019 were reviewed. The 2017-2018 school year calendar was tentatively approved by the Board last year so the public was aware of start and end dates. In line with policy, and the Board’s practice over the last few years, confirmation of the 2017-2018 school year calendar and tentative approval is requested for the 2018-2019 school year calendar. This procedure helps get dates in place for planning for high school graduations. The calendar committee have guidelines to follow and they are encouraged to give input on those guidelines to the policy committee. Documents are available on BoardDocs.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UWT7B05B9>

**MOTION: Nancy Tingey moved to confirm the 2017-2018 School Year Calendar as presented and tentatively approve the 2018-2019 School Year Calendar as presented. Chad Iverson seconded the motion. The motion passed unanimously.**

- B. Policies Update: GCD – Professional Staff Vacations; GCG – Substitute Staff Employment; and IJOC – School Volunteers; Policy GCQEA - Early Retirement Incentive for Administrators (Voluntary) (to be deemed obsolete) – (Second Reading, Possible Action) Jeff Christensen, Assistant Legal Counsel  
A few revisions were made based on input after the first reading on the policy updates. Additional information has been requested on the Professional Staff Vacations. Policy GCD Professional Staff Vacations will be brought back for a final reading. Documents are available on BoardDocs.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6V3D7BD081>

**MOTION: Nancy Tingey moved to approve policy updates: GCG – Substitute Staff Employment; and IJOC – School Volunteers; Policy GCQEA - Early Retirement Incentive for Administrators (Voluntary) (to be deemed obsolete). Note: Policy GCD – Professional Staff Vacations is not approved at this time. Steve Wrigley seconded the motion. The motion passed unanimously.**

- C. New Policy – Phased Retirement (Second Reading, Possible Action) – Jeff Christensen, Assistant Legal Counsel  
Policy is in response to a statutory change by the State. Phased retirement is available for employers to offer, but not required. Some minor language changes were made from the first reading. The main clarification is regarding the restrictions in phased retirement. Phased retirement employees will be treated as any other half-time employee and will not receive benefits. Documents are available on BoardDocs.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6VAP7DF29C>

**MOTION: Chad Iverson moved to approve the new policy: Phased Retirement. Amber Shill seconded the motion. The motion passed unanimously.**

- D. Mission and Vision Recommendation -- Board Sub-Committee: Steve Wrigley, Board Vice President, Nancy Tingey, Board Second Vice President, Amber Shill, Board Member.  
Updates were discussed in the study session. Documents are available on BoardDocs.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6VBA7DFF26>

**MOTION: Robert Green moved to approve the revised Mission & Vision Statement and Indicators as recommended by the Board Sub Committee and detailed in the document presented. Clareen Arnold seconded the motion. The motion passed unanimously.**

## **8. Staff Comments**

Superintendent James Briscoe and Business Administrator Leon Wilcox provided recognitions and updates on activities throughout the District. Please review audio on BoardDocs if you would like to listen to comments.  
Jim Briscoe: <http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UWY7B05BB>  
Leon Wilcox: <http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UWY7B05BE>

**9. Board Comments**

President Taylor provided an opportunity for Board Members to comment on recognitions and events throughout the District, please review audio on BoardDocs if you would like to listen to individual Board Member comments. <http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AG6UX47B05C2>

**10. Closing Items**

- A. Adjourn  
Adjourned at 9:30

/dh

ATTEST	Sherril Taylor	Board President
	James Briscoe	Superintendent