



CANYONS SCHOOL DISTRICT MINUTES OF BOARD OF EDUCATION MEETING

The following minutes are a summary of the December 6, 2022 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 business meeting on Tuesday, December 6, 2022, beginning at 4:30 pm at the Canyons District Office, 9361 S. 300 East, Sandy, Utah 84070.

Those in attendance were:

Nancy Tingey, Board President
Steve Wrigley, Vice President
Amanda Oaks, Vice President
Clareen Arnold, Board Member
Mont Millerberg, Board Member
Holly Neibaur, Board Member
Amber Shill, Board Member
Rick Robins, Superintendent
Leon Wilcox, Business Administrator
Dan Harper, General Legal Counsel
Charlie Evans, Director of External Relations

1. Study Session – 4:30 pm

A. Life Skills Update – Dr. Brian McGill, Director of Student Services

Dr. McGill reviewed the life skills units, which are making responsible decisions, setting goals for personal growth, building resilience, understanding and serving your community, and respecting self, others and resolving conflict. He reviewed the timeline for the development of the program, including the field test that will be conducted January through April. It is expected that the curriculum will be brought to the Board for approval prior to the end of the school year, for full implementation at all Canyon schools in the 2023-24 school year. He expressed appreciation for all the authors, team leads, technical support, reviewers and indicated it has been a true school, community, and district-wide collaborative effort. Presentation available on BoardDocs. <http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQULN774F64>

B. 2021-2022 Annual Comprehensive Final Report – Leon Wilcox, Business Administrator

Mr. Wilcox presented the 2021-2022 Annual Comprehensive Financial Report (ACFR) and external audit report to the Board of Education. These are reviewed and approved by the Board annually. He reviewed in detail the comparative balance sheets for the General Fund from June 30, 2022 and 2021. He also reported the schedule of revenues, expenditures and fund balances budget and actuals. The Self Insurance (health insurance) Fund indicated an increase in medical and prescription claims and the cost of insurance is anticipated to continue to increase. The historical summary of taxable value of property shows a 94.4% increase in total taxable property

in the last ten years. Presentation and documents available on BoardDocs.
<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUND7763EA>

C. 2023 Small Capital projects – Leon Wilcox, Business Administrator

The Alta High Band room project has been designed and is currently out to bid. The project would likely begin in March and would take about 8 months to complete. The construction cost is estimated at \$3.5M. The purchasing bid may be presented for board approval at the December 13, 2023 board meeting. Architectural layouts and renderings were presented for review.

Additional proposed projects include roof replacement, turf replacement, lighting upgrades, waterline replacement, irrigation system replacement and wall carpet at various schools with an estimated cost of \$2,650,000. Proposed safety projects that would use the remaining ESSER III funding are 3 playground upgrades, a community center at Jordan High School and upgraded first responder Bi-Directional Amplifier (BDA) System. Presentation available on BoardDocs.
<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUNG776C34>

D. 2023-2024 Budget Discussion – Leon Wilcox, Business Administrator

Budget Priorities are focused on the Strategic Plan areas of High-Quality Learning, Access and Opportunity, Human-Centered Supports and Operating Systems. The District is discussing and preparing for the expiration of ESSER funds and decreasing student enrollment. Maintaining class sizes and using WPU funds for inflationary adjustments for salaries and benefits are the basis on which the future budgets will be built. There will be no straight-line reductions. Decisions will be made based on strategically targeted areas. The Administration will all be seeking input from principals and directors. ESSER III funds will expire on Sept 30, 2024 and the plan to transition will begin in the 2024 fiscal year. The Administration is proposing to restructure Canyons Online from a school to a district program. This is estimated to save 10 FTE's (full-time positions). Approximately \$1.9M of ESSER funding is available to use toward an elementary media center inventory and capital projects. The District will also continue to evaluate all support positions at the District Office, both certified and ESP positions. The discussion will continue at future board meetings. Presentation available on BoardDocs.
<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUNU7773E5>

E. Enrollment Discussion and Next Steps- Jeff Haney, Director, and Kirsten Stewart, Associate Director of Communications

Ms. Stewart indicated the projections are not predictions for the future and will only hold true if the current trends continue. Utah is no longer the exception to the birth rate decline reported nationwide. Local decline in birthrate is contributing to an average drop of 1.4% in CSD student enrollment per year since the peak of 34,000 students. The decline is most pronounced in K-2, however, all but 8 schools are projected to experience declining enrollment in the next five years. Increased costs of housing, limited room for new homes, and the high-density housing being built are factors in the projections. Recruitment and retention of students are important strategies to offset the challenges. CSD student transfers from CSD to other districts have declined 72% and student transfers to CSD from other districts has increased 29% since 2018. Surveys conducted help to identify areas of focus for attracting and retaining students. The proposed timeline spans from the gathering phase started in the fall of 2022 and ends with an

analysis phase in August 2023. Presentation on BoardDocs.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUPF777CC1>

- F. 2023 Legislative Priorities – Charlie Evans, Director of External Relations and Susan Edwards, Public Engagement Coordinator

This item was moved to Business Agenda Item 7D other items were moved respectively.

2. Business Meeting – 7:00 pm

3. Opening Items

- A. Welcome
B. Approve Agenda for December 6, 2022

MOTION: Steve Wrigley moved to approve the agenda for December 6, 2022 with the exception of moving Study Session agenda item 1F to Business agenda item 7D. Holly Neibaur seconded the motion. The motion passed unanimously.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQULU775024>

- C. Pledge of Allegiance – Mindy Robison, Midvale Middle Principal
<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQULX775027>
D. School Highlights - Mindy Robison, Midvale Middle Principal
<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUM277502A>

4. Recognitions – Jeff Haney, Director, and Kirsten Stewart, Associate Director of Communications

The following staff and students were recognized:

- Jimena Gutierrez, Jordan High – 2022 Canyons School District Holiday Card artist
- Corner Canyon Football Team – 6A Championship Game for the 5th time
- Jordan High - Winter Gathering for Native American families
- Midvale Elementary – Decorating the Governor’s mansion Christmas tree
- Midvale Middle – Quilt Service project

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUM677502E>

5. Patron Comments

The following patrons commented:

- Mike Hart – proposed changes to Canyons Online
- Cathy Collins – Booster Lane advancement
- Megan Jay – Utah law 76-10-1227
- Stacie Petersen – Update to policy

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUMC775034>

6. Consent Agenda

- A. Approval of Minutes for November 15, 2022
B. Approval of Hire and Termination Reports
C. Approval of Purchasing Bids
D. Approval of Student Overnight Travel
E. Approval of 2021-2022 Annual Comprehensive Financial Report and related audit reports
F. Approval of Local Education Agency (CSD Specific) Licenses and Endorsements

MOTION: Amanda Oaks moved to approve Consent Agenda Item 6A Approval of Minutes for November 15, 2022; Item 6B Approval of Hire and Termination Reports; Item 6C Approval of Purchasing Bids; Item 6D Student Overnight Travel; Item 6E Approval of 2021-2022 Annual Comprehensive Financial Report and related audit reports; Item 6F

Approval of Local Education Agency (CSD Specific) Licenses and Endorsements. Holly Neibaur seconded the motion. The motion passed unanimously.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUMC775034>

7. New Business Items

- A. Proposal to Convert Two Instructional Days to Professional Development Days for the 2023-2024 School Calendar (First Reading) – Leon Wilcox, Business Administrator

Utah Code 53F-2-102 allows for the conversion of up to four instructional days to professional development days. The teacher contract was reduced from 188 days to 186 days at the beginning of FY20. The two days reduced were replaced with 16 hours of paid off-contract time, which may be worked at the educator's convenience and remained as compensation in the base contract. The Administration is proposing that two instructional days be converted to professional development days at all schools. Staff would be required to be in buildings and the days proposed are Friday, October 27, 2023 (end of 1st quarter) and Friday, March 22, 2024 (end of 3rd quarter).

There was discussion about selecting dates that would not fall on Friday teacher PLC days. The Board requested additional input to evaluate what is allowed by the provision in the law for converting the days to professional development and get additional input on the selection of the days. This agenda item will be discussed at the January 17, 2023 board meeting. Presentation available on BoardDocs.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUMR775041>

- B. Approval of 2023-2024 School Calendar and Tentative Approval for 2024-2025 and 2025-2026 School Calendars (Third Reading, Action Requested) – Charisse Hilton, Student Engagement Program Administrator

The calendar committee made clerical adjustments after the last board reading and balanced quarters, as well as A and B days. The Board has adopted guidelines in policy and they will need to be adjusted to reflect any changes with professional development days.

MOTION: Amanda Oaks moved to approve Approval of 2023-2024 school calendar and tentative approval for 2024-2025 and 2025-2026 school calendars with the understanding that the board is considering converting two instructional days to professional development days to be determined at a future board meeting. Holly Neibaur seconded the motion. The motion passed unanimously.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUT277C0BE>

- C. Policy Update: Policy—300.07—Student Conduct on Buses; Policy—600.06—School Library Materials Selection and Review (Second Reading) – Jeffrey Christensen, Assistant Legal Counsel

Policy—300.07—Student Conduct on Buses

Since the last reading the policy was updated for when police or law enforcement responds to a bus situation, the District will notify parent/legal guardian of the students on the bus. It was suggested to add more specific language as to who in the District is responsible to contact the parents. Also, a training manual for handling behavior and discipline situations on a bus is being developed.

Policy—600.06—School Library Materials Selection and Review

Mr. Christensen reviewed the policy updates and addressed questions from board members. He presented a flow chart depicting the steps for the Sensitive Materials Review process.

The Board discussed the process and potential application of the policy revisions. The Board discussion resulted in suggestions for changes to the flow chart to improve clarity. Another suggestion is to create a chart that shows the entire process outlined in the policy.

Presentation and documents available on BoardDocs.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUT677CA81>

- D. 2023 Legislative Priorities – Charlie Evans, Director of External Relations and Susan Edwards, Public Engagement Coordinator

Mr. Evans provided the Board of Education with a draft list of the CSD legislative priorities for the 2023 General Session of the Utah State Legislature. The board discussed the priorities and recommended small modifications to the document, including language regarding local education agencies maintaining control of curriculum in local districts.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUQW7784F4>

8. Staff Comments

- A. Superintendent Report

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUMV775045>

- B. Business Administrator Report

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUMY775048>

9. Board Comments

- A. The Board President will recognize individual Board members for reports.

<http://go.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=CLQUN477504C>

10. Closing Items

- A. Adjourn 10:40pm

/cc

ATTEST

Nancy Tingey

Board President

Rick Robins

Superintendent