



**CANYONS SCHOOL DISTRICT  
MINUTES OF BOARD OF EDUCATION MEETING  
May 22, 2018**

**The following minutes are a summary of the May 22, 2018 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, May 22, 2018 beginning at 5:00 pm at the Canyons Administration Building - East, 9361 S. 300 East, Sandy, Utah 84070.

**Those in attendance were:**

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

**1. Study Session – Start time 5:00 pm**

**A. CDA Proposal – Cottonwood Heights**

Mr. Wilcox introduced Mayor Mike Peterson, Sandy City Councilman/partner - Chris McCandless, City Manager - John Park, former Mayor Kelvyn Cullimore, and Financial Advisor - Jason Burningham who represented Cottonwood Heights. The purpose of the presentation was to discuss the Canyons Centre Community Development Area (CDA) agreement that Canyons entered into in 2012. The city presented to the board and is asking to extend the dates of the CDA since the project was delayed for a number of reasons. The trigger date was triggered in 2015 automatically by the county.

Mont Millerberg reported findings determined by the Board RDA/CDA Committee. The first concern presented was that part of the development now contains a residential area. This is a change from the original agreement that did not include any housing. Another concern was the proposal to extend the trigger date. In addition, the committee recommended that an independent evaluation funded by the city be conducted on behalf of the District. Mr. Wilcox indicated that an independent study has been contracted through Mr. Randy Sant and he will be reporting the results to the committee at a second reading.

The city is requesting the trigger date to be extended from 2015 to begin between 2017-2021 tax years. The Board requested information on the now included housing, net present value, the potential future revenue and additional information that will explain how this project will benefit Canyons School District. It was suggested that this be discussed in a second reading. Documents are available on BoardDocs.

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS8G5E1CB1>

**B. Elementary School to be rebuilt in 2019-20 – Leon Wilcox, Business Administrator**

Mr. Wilcox presented information for the selection of Elementary “A” which is yet to be determined but expected to begin construction at the end of the school year 2018-2019. The schools under consideration for rebuilding are a White City school, Midvalley, and Peruvian Park.

The recommendation to the Board is to start with Midvalley Elementary. This building is the oldest of the buildings being considered, has a high Facilities Cost Index score and has multiple ADA issues. In addition, Midvalley would also be the easiest elementary to build onsite, while students are in school during the 2019-20 school year. A new building at this location would help absorb potential growth in west Midvale. Canyons goal is to build one new elementary a year and the selection for the next elementary will be addressed next year. This topic will be brought back for a second reading. Presentation available on BoardDocs.

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSSB85E5D09>

C. Parent Teacher Conferences Discussion – School Performance Directors

The School Performance Directors provided feedback and suggestions from Principals to the Board for Elementary and Secondary Parent Teacher Conference (PTC). Elementary principal feedback included the preference of two consecutive nights, issues with calendaring the first conference is early in the school year and teachers have a hard time preparing for conferences and report cards, and a request to extend conferences longer than 15 minutes especially for the dual immersion students. The Board discussed that it would be helpful for elementary parents to be able to check their students' progress on Skyward similarly to secondary schools. Secondary administrators and teachers feedback included concerns that the current format for PTC no longer meets parent's needs since they have access to check the students' progress on Skyward/Canvas and parents are contacting the teacher as needed. . The overall issue identified that as PTC attendance continues to decline, changes need to be made for improved communication with parents and teachers. The Board of Education, teachers and administrators all agreed that a parent teacher connection is important. The Board requested a parent survey be conducted by the School Community Councils (SCC) and a report be presented with those results next fall. The Board stated that the purpose of PTC is for teachers and parents to discuss valuable information about the progress of their student. Documents are available on BoardDocs.

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSSDK5ED125>

D. Policy Update - New Policy—600.TBD Middle School Education Requirements; New Policy—400.TBD—Sick Leave Benefits and Retirement; Policy—600.5—Sex Education Instruction; Policy—400.6—Hiring Personnel and Exhibit—Human Resource Procedures. (First Reading) Jeff Christensen, Assistant Legal Counsel

Jeff Christensen requested feedback for the policy committee regarding any issues with these policies. The Middle School Education Requirements policy outlines provisions of state law governing middle school course requirements and the process for parents to request a course substitution. Employee Sick Leave Benefits and Retirement policy addresses unused sick leave at retirement of employees employed by the Canyons School District on or after July 1, 2009. The Sex Education Instruction policy is aligned with recent changes in legislation and state board rule. The Sex Education Instruction committee will now include a Board member and make annual reports to the Board. Steve Wrigley will represent the board on the committee. Hiring Personnel and Exhibit-Human Resource Procedures added language to allow the Director of Human Resources to transfer employees as needed. Documents are available on BoardDocs.

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSSFM5EEB91>

2. Business Meeting – 7:30 pm

3. Opening Items

A. Welcome

B. Approve Agenda for May 22, 2018

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS8L5E1D14>

**MOTION:** Steve Wrigley moved to approve the Agenda for May 22, 2018. Nancy Tingey seconded the motion. The motion passed unanimously.

C. Pledge of Allegiance – Park Lane Elementary – Scout Troops 3213, 3670, 4018

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS8M5E1D15>

D. Reverence – Justin Jeffery, Principal – Park Lane Elementary

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS8N5E1D16>

#### 4. Recognitions

A. Jeff Haney, Director & Kirsten Stewart, Associate Director of Communications & Public Relations

The following were recognized:

- Debra Delliskave, Midvale Middle and Cory Christianson, Copperview Elementary– Effective Teachers in High Poverty Schools Incentive Program
- Hillcrest Unified Soccer Team – representing Utah in Special Olympics USA Games
- Hunter Mckay, Corner Canyon – First Place, DECA - Business Financial Services
- Lauren Wilson, Corner Canyon – First Place, DECA - Quick-Serve Restaurant Management
- Gabrielle Ciet and Ellie Runk, Hillcrest – First Place, DECA -Hospitality Services
- Josie Taylor, Makena Terry, Emily Bluemel, Jordan – First Place, DECA place top 10 at the National DECA competition in School-Based Enterprise.
- Samantha Brockman, Alta – First Place, FBLA - State Introduction to Information Technology
- Lindsay Bruner, Julia Elmer, Ariana Rhodes, Hillcrest – First place, FCCLA - Chapter in Review Portfolio
- Mercedes Jensen, Hillcrest – First Place, FCCLA – Leadership
- Ashley Larson, Jordan – First Place, FCCLA – Nutrition and Wellness
- Luke Kim, Hillcrest – First Place, HOSA – Transcultural Healthcare
- Olicia Finlayson, CTEC – First Place, HOSA – Physical Therapy
- Sieauna Vigh, Brighton – First Place, HOSA – Veterinary Science
- Momina Sial, Rushmeen Tariq, Stephen Yu, Hillcrest – First Place, HOSA – Biomedical Debate
- Jason Wiggins, CTEC – First Place, Skills USA Utah – 3-D Visualization and Animation

Presentation is available on BoardDocs.

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS8Q5E1D18>

#### 5. Patron Comments

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS8U5E1D1D>

The following comments were given:

- Riley Cox, Student at Albion Middle – Tech/Elective Classes Analysis
- Kristen Cox, Parent – More Tech/Elective classes
- Wendy Smith, Parent – Middle School Schedule
- Chad Smith, Parent – Middle School Schedule
- Dan Conder, STEM Mentor – Hillcrest High Rebuild

#### 6. Consent Agenda

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS8Y5E1D21>

- A. Approval of Minutes from May 8, 2018
- B. Approval of Hire and Termination Reports
- C. Approval of Purchasing Bids
- D. Approval of Student Overnight Travel
- E. Approval of April Financial Reports
- F. Approval of Bell Start Times 2018-19

**MOTION:** Nancy Tingey moved to approve the Consent Agenda Item 6A Approval of Minutes from May 8, 2018; Item 6B Approval of Hire and Termination Reports; Item 6C Approval of Purchasing Bids and Item 6D Approval of Student Overnight Travel; Item 6E Approval of April Financial Reports. Amber Shill seconded the motion. The motion passed unanimously.

The Board pulled item 6F Approval of Bell Start Times 2018-19 for further discussion and Dr. Robert Dowdle provided additional information for the Elementary bell start times.

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS8Y5E1D21>

**MOTION: Nancy Tingey moved to approve the Consent Agenda item 6F Approval of Bell Start times for 2018-19 and include Secondary and Elementary school schedule. Chad Iverson seconded the motion. The motion passed unanimously.**

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSSLV5F93DF>

## **7. New Business**

- A. Policy Update - Policies to be Revised: Policy-500.34-Immunization of Students; Policy-500.35-Student Attendance; Policy-500.41-District Nurses; Policy-500.42-Administering Medication to Students; Policy-500.43-Vision Screening; Policy-500.46-Homebound Instruction - Jeff Christensen, Assistant Legal Counsel (Second Reading, Possible Action) Documents available on BoardDocs

The Board discussed the definition of a valid and guardian excused absences and asked the policy committee to revisit those provisions in the policy. The Board suggested that consideration be made to establish a district appeals process for student absences. The Board requested a third reading on Policy-500.35-Student Attendance. All other policies remain the same for the second reading. Documents available on BoardDocs.

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS965E1D27>

**MOTION: Chad Iverson moved to approve Policies to be Revised: Policy-500.34-Immunization of Students; Policy-500.41-District Nurses; Policy-500.42-Administering Medication to Students; Policy-500.43-Vision Screening; Policy-500.46-Homebound Instruction. Nancy Tingey seconded the motion. The motion passed unanimously.**

- B. Policy Update - Policies to be Deemed Obsolete: Policy-500.21-Student Social Events; Policy-500.29-Eye Protection; Policy-500.45-Identification, Interventions, and Postvention Procedures for Students; Policy-500.47-Student Pregnancies - Jeff Christensen, Assistant Legal Counsel (Second Reading, Possible Action)

The Board had a discussion regarding the need for the District to have an Eye Protection Policy to reinforce State statute and current practices. A third reading was requested for Policy-500.29-Eye Protection. Documents available on BoardDocs.

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSSC65E9D07>

**MOTION: Steve Wrigley moved to approve Policies to be Deemed Obsolete: Policy-500.21-Student Social Events; Policy-500.45-Identification, Interventions, and Postvention Procedures for Students; Policy-500.47-Student Pregnancies. Amber Shill seconded the motion. The motion passed unanimously.**

- C. Budget Update – Leon Wilcox, Business Administrator  
Mr. Wilcox indicated that one of the key items in budget projections are enrollment factors and Canyons has been steady with approximately 34,000 students. A difference in about 100 hundred students equals about \$395,000 in WPU. He presented enrollment projections by school for the last five years and for the next five years. Approximately 88% of the 2018-19 General Budget will be spent on salaries and benefits. Capital projects will include the completion of Indian Hills Middle remodel, 2017 Bond projects, and upgrades to roof and cooling systems for several schools. There will be no changes in the school fee schedule and the school lunch price will remain the same. He noted that the District has only 4 more years paying on the old Jordan School District debt. CSD will continue to use conservative budget practices and expects to be under budget by 1%-4%. On June 12<sup>th</sup> the Board will be asked to approve the Final FY18 and the proposed FY19 budgets. The budgets must be available for public inspection 15 days before adoption. Canyons should have them completed by May 25<sup>th</sup> and posted to the website. The certified tax rate will be set by June 22<sup>nd</sup>. Presentation available on BoardDocs.

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSSD55EBA50>

## **8. Staff Comments**

- A. Superintendent Report - Dr. James Briscoe

<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS985E1D29>

- B. Business Administrator Report – Leon Wilcox  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS9B5E1D2C>

**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.

- A. The President will recognize individual Board members for reports.  
<http://www.boarddocs.com/ut/canyons/Board.nsf/goto?open&id=AYSS9F5E1D30>

**10. Closing Items**

- A. Adjourn at 9:40pm

/cc

ATTEST	_____	Board President
	Sherril Taylor	
	_____	Superintendent
	James Briscoe	