



MINUTES OF THE MEETING OF THE BOARD OF EDUCATION FOR WAYNE SCHOOL DISTRICT ON WEDNESDAY OCTOBER 12th, 2022 AT 6:00 PM at WAYNE HIGH SCHOOL.

THOSE PRESENT:

Shawn Davis – President
April Torgerson – Vice-President
Cory Anderson – Member
Liz Torgerson - Member
Curtis Whipple - Member
Randy Shelley – Superintendent
Tyler Newton – Business Administrator
Hadlee Taylor – Student Board Member

Conducting: Shawn Davis

ADMINISTRATION

Shawn Davis called the meeting to order.

Pledge of allegiance is recited.

Shawn offers a reverence.

Curtis would like to have some time to review the minutes before they go out to employees. Curtis explains his concerns about having minutes go out to employees before they are approved by the board. He notes that usually after employees read the minute they usually don't revisit them after we have a chance to approve them. If there are changes, the only people who would know about them would be the board. Curtis says that he doesn't want to withhold the minutes from the employees, he would just like a the board to have a reasonable amount of time to review them before they are distributed. The board discussed the procedure change and came up with a plan together. The board requested that meeting minutes go to the board following the meeting so the board can review, and they can be send out the following week. The business administrator agreed to their request.

April makes a motion to approve the minutes from 9/13/22. Liz seconds the motion. All in favor.

FINANCIAL REVIEW

Tyler says that the audit is formally complete now. He says that he received a draft copy of the audit earlier today. He says there was a minor change he needs to make. He says he will have the final version for board members to review at next months board meeting. April asks who conducted the audit. Tyler says that it was Squire and Company. Tyler discusses the Annual Financial Report that he has to submit to the state. A copy was attached to the agenda for board review. The report shows all expenses, expenditures, and fund balances. Tyler talks about the enrollment numbers for this year, which stand at 438 K-12 students with 36 preschool students as of October 1, 2022. Hanksville Elementary has 4 preschool and 12 K-5 students. Loa Elementary currently has 32 preschool and 198 K-5 students. WMS currently has 88 students and WHS currently has 140 students. This is a decrease of 8 students since last month. Tyler mentions some changes that will be made with credit and debit cards. He explains the reasons for changing credit card providers from Bank of America to State Bank of Southern Utah. Tyler also explains how the district uses Class Wallet. Curtis asks about indirect costs in the budget. Tyler explains how indirect costs work and what they are intended for. He asks multiple questions about specific line items in budgets. There are also questions about how Title II funds work and what they are used for. Randy explains they are used for tuition reimbursement for licensed employees seeking to further their education or filling a critical need. Curtis asks about items on the balance sheet, including assigned fund balance, salary lines, travel accounts, and some professional services accounts. He also asks about eLuma. Tyler responds that it is for speech therapy.

Curtis makes a motion to pay the bills. Cory seconds. All in favor.

CITIZEN COMMENTS

Kaycee Pace spoke of the kindergarten field trip she attended today. She thanks Wendy for allowing the kindergarteners to go. *Kaycee* says she has put a lot of trust in her leaders to make equitable decisions and choices in running an educational institution with best practices in mind that focus on kids. She says she is feeling a little blind sided and has lost a lot of trust. She believes the focus of the district is on parity rather than student needs. She says most employees work multiple jobs because we are so small. She states that teachers are here because they love kids and feels that our pay is not equitable. She says that there are many districts close to us that received a flat percentage salary increase. She doesn't feel that one person in this district works harder than others. She says the focus needs to be changed back to educating students. If employees get educated, they should be compensated for that. She feels like the title of Educator is downplayed in our district to Employee. She says she hopes that the district and administration can bring people back to wanting to be educators. She hopes to promote and encourage people to go into education but right now she feels like she can't encourage any person to go into education.

Chylene Whipple was saddened to see the payroll schedule. She was curious to know who made the decision. She doesn't think it is right that there are thousands of dollars given to some people and none given to others. She mentions that bus drivers didn't receive any increase on the new salary schedule. She thinks it should be given as a flat rate to everyone as it has been done for 25

years prior. She says she attended a meeting on Monday and said she was a little discouraged about the disrespect that was shown to the teachers that were asking questions. She feels like it could have been more professional instead of trying to get people on their side. She loves working for the district and loves working with children. She feels that if raises are given they need to be more fair. Not one person works harder than any other person. She gets paid out of 6 different areas and clocks in/out twelve times a day and that should be taken into consideration. First year teachers got an exciting raise. She says that other teachers did not get that raise. She says that we need to keep the experienced teachers happy.

Ashlee Jackson said she is concerned about the salary schedule and the process of who gets to determine when steps and lanes are added and taken away, and when we create new ones. She asks if we develop teams, or get input from employees? She asks if the BA, Superintendent, and Board decide? She asks how those decisions are being made. She says it seems a lot of time and money is spent to recruit new teachers which is important however, we haven't done much for our veteran teachers who have dedicated their careers to this District, students, and the community. She is concerned about the transparency from the district in informing employees regarding their pay. She proposes that we consider starting negotiation and financial teams that involve a variety of employees on various steps and lanes so that all parties can equally participate and have a voice. She says that in the 12 years of working in this district she has never felt more devalued as an educator and felt more divided by the district. She says that when she started as a new teacher in this district she was excited and proud of her position and felt valued. Now she feels like a teaching position in this district isn't as valued as so called "higher up positions." She feels comments have been made that only a select few work and the rest of us don't understand their work load. She doesn't feel like the district office understands their workload either or gives them credit for their work.-She says that no teacher, maintenance worker, or other employee should ever feel their job isn't valued. We work as a team to support what matters most. She says it is not her intention to create more divide in the district by voicing her concerns and questions. She says what she is hoping to do is to help find positive solutions to help improve work environments where we work together with more transparency and to move forward with integrity for all.

INFORMATION ITEMS

Superintendent Report

Randy talks about the construction process. We have the application in hand and are gathering information necessary for the grant. The state has provided a rubric on how they are going to score the applications, including considerations for student safety, cost-effective solutions, addressing future capacity and growth, ability to provide the matching funds and combining schools.

We have been meeting with the construction manager and architect to discuss ways to build in the most cost-effective manner. He talks about the materials for the high school and the elementary school projects.

Liz asks about the size of the classrooms and if the plans include capacity for larger class sizes. Randy says there will be some classes that are larger than others and should be able to handle those fluctuations. It is typical to have two teachers in each grade, so moving classrooms should be the exception.

Cory asks about the capacity of the new high school design. Randy says they are planning for about 250 students with the ability to add-on if needed.

Superintendent Shelley shares some information about school report cards. It is located on schools.utah.gov. He shares the letter grades of A for Loa Elementary, and B for Wayne Middle School and Wayne High School. He talks about the categories of achievement and growth and looks at scores for the schools. He commends the success of our schools with regards to their progress. Superintendent Shelley turns time over to Jamie Webb to give highlights about the district strategic plan and what they have accomplished.

Jamie Webb thanks the superintendent for the opportunity to share information. She also thanks Ashlee and Kaycee for their prior comments concerning employee equity. She shares some information about the strategic plan, which was designed to bring direction for the entire district with students in mind. The plan was created and reviewed by all stakeholders, including employees, community members, and parents. It consists of four strands: High Quality Staff, Academic Achievement, Intentional Culture, Resources and Facilities. She mentions that there has been a lot of questions about where the funding for the contracted coach came from. She explains that the funding came from an RDA grant from SPED that she wrote. She says that with the help of the superintendent the district was able to get a lot of money to help them develop the strategic plan without taking money from general funds.

Jamie wants to explain from each level how our roles and responsibilities fit into the strategic plan. She speaks about the district admin team that includes Tyler, herself, Andrea, and Randy. She wants to highlight a few things that have transpired in the last 3 years. She says that her, Randy and Tyler all came into their roles in the district about the same time. She says that in those 3 years there has been some significant change, significant amounts of money have come through the district that haven't been seen before. She talks about the focus to raise salaries for all employees and find ways to obtain new facilities. She talks about the hard work that has been done by district employees to find grants and to receive grants to meet the needs of the district. She talks about the cars and busses that have been purchased by the district and accredits the district transportation plan and financial plan. Curtis comments that about five years ago the board set a goal to purchase a new bus and pay cash for it. She talks about financial planning and the effort that has gone into getting a grant to improve our facilities.

Jamie then talks about Andrea's PCBL grant that she oversees. The purpose of that grant is to gain better technology and improve academic achievement. This falls under the intentional

culture strand. Jamie says it is important to know that even though Andrea is the technology director she is also focusing on getting grants as well.

Jamie then talks about the third strand. She says strand 3 is the strand that she oversees. The third strand is Culture within the Schools. She says that in the three years that she has been here we have been able to bring in more services for mental health and wellness than we have ever had before. Many grants have been obtained to help fund these new opportunities and services. She addresses the question about why we would need a SPED Director who isn't a teacher. She talks about other districts that don't have SPED directors or how some districts have SPED directors who also teach. She says that in the past WSD has fit into that category. She also says that in the past, we were unable to meet criteria to obtain federal funds because of the way the SPED program was administered. She says that our audit scores were as bad as they could get and we were required to hire an outside contractor. She says that she now has a wonderful team in place and she feels like part of the ability to provide services to our kids is because of the funding we are receiving from other areas. She mentions that strand 2 of the strategic plan was able to be funded through SPED and that strand 2 is academic achievement for students. She then recognizes the work of the teachers and principals in their academic grade level achievement scores discussed earlier by the superintendent.

She talks about positions that have been established for classified employees to meet the needs of our students which has also allowed us to retain good paraprofessionals where we previously had significant turnover. She says that we are making progress in every area and every goal that has been set for the district. That progress comes as a team effort. She says that every principal has a goal for intentional culture and they are all progressing along according to their goals.

Cory says that the grade levels were achieved before the strategic plan. Cory asks if the needs of our SPED students are being met. He says that some students have not been visited this year. Jamie says she wasn't aware of this but will check into it.

Board Member Reports

April offers kudos to the teachers in our district for student progress. The rest of the board also agrees that credit is due to teachers. April says she went to the elementary community council meeting. They are planning an egg drop for the 4th and 5th grade students. She says she enjoys going to the meetings.

On behalf of the Board, Shawn congratulates the baseball team for taking 4th in state.

Bicknell town asked Shawn to come to a board meeting. He says that there have been some kids who were nearly run over. He wonders if it would be possible to unload kids on the east side of the middle school to keep them off of 100 North. Nikki says that she has asked parents to park in other areas. She will handle it for now until we know what will be happening with our school construction.

Hadlee Taylor talks about upcoming sports and club events. She says that FFA will be going to nationals soon. There were some personal bests achieved in cross country in Idaho.

BUSINESS ITEMS

SEL Curriculum

Jamie Webb says we want to utilize Second Steps, an evidence-based program that follows the CASEL rubric. We've been using a similar curriculum for prior years but this is more user-friendly and expands the ways we can use it.

April makes a motion to approve the SEL curriculum. Cory seconds. Curtis says that the curriculum must be available for parents to view and comment on before it can be approved by the board as is stated in policy. Liz asks to be able to view the curriculum before it is brought to the board for approval. Jamie agrees to send the board a link to the curriculum. April rescinds her motion. She makes a new motion to table the SEL curriculum. Liz seconds. All in favor.

Curtis says posting it on the website or sending in a newsletter would be a good idea. Jamie asks about having a parent engagement night.

Salary Schedules

Liz reads directly from three different Wayne School District policies. She reads from the Roles and Responsibilities policy. It says that the role of the school board is to provide guidelines & ratify contracts, the role of the superintendent is to advise the board regarding salary implication, build morale and staff loyalty, and the role of the BA is to review and advise on Department of Labor and Utah laws and prepare budget analysis. Liz also reads directly from policy DBA. "The Board shall employ certified personnel by a written contract that sets forth the terms and conditions of employment." and "Contracts for hiring or rehiring of personnel shall be valid only if entered into by the Board." The last policy she reads from is policy DHE. "Licensed and non-licensed employees salaries will be determined annually based on the appropriate salary schedule approved by the Board." Liz asks "How can contracts be entered into by the Board if the Board never sees employee contracts or salary schedules before they are signed and paid on?" Liz questions the use of the Board President's signature on this year's employee contracts. Liz references 5 past board meeting minutes that demonstrate that it has been board practice in the past to approve salary schedules. She says the board was not given the opportunity to discuss or review the final salary schedule before contracts were sent out, signed, returned, and paid on.

Liz recognizes that all board members have spent many hours researching to try to come up with a solution to the problem. The problem is, salary schedules were not approved by the board as it says they should be in the policies she referenced earlier. She says board members have asked the school board attorney for counsel to insure that actions they take are within their authority. She explains that the board wants to do what is right and they want to follow policy. The Board wants to try to fix the current salary schedule problems, but because contracts went out and were stamped with the President of the Board's signature, it has been advised that the board honor all

contracts sent this year. When employees received their contracts, they didn't know that the salary schedules their contract was based on hadn't been approved. She notes that it isn't the fault of the employee who received the contract, committed to the contract, and showed up to work. It has been counseled that we honor contracts and move forward. In the future we need to make sure procedures are clear, that input is gathered from all stakeholders, and that the board is able to view, understand and formally approve salary schedules. It has also been advised that we look closely at the procedures for using the District Seal. She also wants the board to think about adopting additional policies that clarify procedure in the development of salary schedules, defines the criteria in which salary schedules are approved, and clarifies how contracts based on salary schedules are issued. She says the way salary schedules were implemented was wrong. She apologizes to employees of Wayne School District. She apologizes that the board has been put into a place that has tied their hands. She commits to be more vigilant in the future to make sure employees are heard before salary schedules are put into place, and that policies are followed.

Tyler responds to Liz by explaining the salary study that came per request of the board. He explains the desire to make us more comparable to other districts. He mentions factors that go into recruitment and retention of employees. He says that he looked at the roles and responsibilities document that was developed when he started, where it says the school board establishes guidelines and criteria for the salary and benefit discussions process for certified personnel. He said that bringing his data and recommendations to the board was his understanding of them filling their role. April says that she wasn't at the meeting where this was discussed and she wanted more discussion. Liz says she needs more feedback from stakeholders. Board members have issue with the lack of discussion and disclosure of the salary schedule before it was implemented. They have issue with the lack of transparency of this year's salary schedule.

Tyler explains that using the seal of the district means using the Board President's signature. Curtis says that all checks are approved in board meeting. Tyler states that makes sense. Tyler explains the use of the seal in signing contracts. Curtis asks if there are any contracts that are not approved by the Board. Tyler says, "not that I can think of."

He says that it is a good idea to clarify policy because that is not something he was aware of. He comments that the changes to the salary schedule were not intended to be an end all. The plan is to continue making changes over time and recognizes areas that still need work. Curtis asks if there were changes since they saw info earlier in the year. Tyler responds that after seeing the amount of the health increase this year, it required us to adjust down the top end of the salary schedule because of the budgetary constraints. The discussion continues about policy DHE, its interpretation and purpose. Curtis says it is clear that the board needs to approve an annual salary schedule.

Liz refers to Ashlee's prior comments and says she would also like to see a process that involves a team that includes representation from all stakeholders before salary schedules are changed and/or implemented each year.

Randy says that we own this. He says that we needed to bring this to the board and involve the proper parties. He says moving forward we need to bring salary schedules to the board. He likes the idea of working with a district committee so that all interests are represented. The intent of all changes was to achieve parity with other districts and we made significant improvement in the starting teacher salary. Curtis says that we need to set a procedure going forward that prevents this issue in the future.

Curtis makes a motion to not approve the proposed salary schedule. Liz seconds. Curtis says that salary schedules need to be revisited and in place before teachers come back so that contracts can be in place before school starts. Contracts will be honored. Curtis says that the reason he made the motion was so that the board won't be held to a salary schedule they never approved. Shawn calls for a vote. All in favor.

Curtis apologizes to the people in the district that felt wronged. That was not the intention of the salary schedule. He says that the starting point for next year's salary schedule will be the salary schedule from 2021-2022.

Cory states that he thinks there should be a specific time when contracts are approved. He also says there could be a form for approving the use of the board seal. Liz comments that it is in the business administrator's roles and responsibilities to use the board seal. She says there should be a procedure that clarifies what the seal can be used for. Curtis says policy could reference procedures outlined by the board.

Policies

Randy says that he needs interpretation from the board on policy DEA. He says that workers compensation pays two-thirds of salaries while employees are on worker's compensation. The policy prohibits us from supplementing the salary to bring it whole. Randy makes a recommendation to change the policy to allow us to pay up to 1/3rd of their salary by using their PTO or accumulated leave. Curtis asks if this can be retroactive if this is approved next month.

Cory asks if the sick leave can be used before using PTO. Tyler explains the policy currently reads that PTO must be taken before sick leave. Many of the board members have issue with that policy.

Cory makes a motion to table policy DEA. Curtis seconds. All in favor.

Shawn would like to see policy DHE next month. Randy asks for specific modifications that they would like. Shawn says they would like to allow use of accumulated sick leave when they are

sick or using worker's compensation. Cory makes a motion to take a recess for 5 minutes. Liz seconds. All in favor.

Shawn calls the meeting back to order.

Curtis makes a motion to approve second reading of policies BBG-Board Member Compensation, CKB-Travel, FFC-Student Travel. Liz seconds. All in favor.

New Hires

Cory makes a motion to approve the new hires. April seconds. All in favor.

New hires include:

Lori Saunders – paraprofessional at LES

Ashlee Ellenburg – paraprofessional at LES

CLOSED SESSION

Curtis makes a motion to go into closed session to discuss the character, competency, or health of an individual at 9:00 pm. Liz seconds.

Curtis Whipple - Yes

Cory Anderson – Yes

Liz Torgerson - Yes

April Torgerson - Yes

Shawn Davis – Yes

Open Meeting resumes at 11:18 pm

Shawn adjourns the meeting at 11:18 pm