

THE BOARD OF EDUCATION OF SALT LAKE CITY SCHOOL DISTRICT

Board Meeting  
and Closed Executive Session

November 15, 2016

The Board of Education of Salt Lake City School District met in a Board Meeting and Closed Executive Session at 6:02 p.m. on Tuesday, November 15, 2016, in the Board Room of the Administration Building, 440 East 100 South, Salt Lake City, Utah.

ROLL CALL

Members Present: President Heather Bennett, Vice President Tiffany Sandberg, Rosemary Emery, Melissa Ford, Katherine Kennedy, Kristi Swett, and Omyya Min, Student Member.

Members Excused: J. Michael Clára.

Also Present: Superintendent Alexa Cunningham; Janet Roberts, Business Administrator; Kristina Kindl, Director of Policy and Legal Services; Mozelle Orton, Executive Director of Human Resource Services; Barbara Kuehl, Chief Academic Officer; Larry Madden, Chief Operations Officer; Brian Conley, Chief School Improvement Officer; Paul Schulte, Executive Director of Auxiliary Services; Christine Marriott, Director of Assessment and Evaluation; Michael Williams, Director of Development and External Relations; Martin Yablonovsky, Director of Transportation; Ricardo Zubiate, Assistant Director Facility Services; Susan McFarland, President, Salt Lake Education Association; Janet Clark, representing the Child Nutrition Employees Association; Cindy Mills, representing the Salt Lake Educational Office Personnel Association; Rickie McCandless, representing the Salt Lake City Mayor's Office; Jason Olsen, Public Information Officer; Allison Sisam, Business Administration Office; and others in the audience.

In accordance with the agenda prepared for the Board Meeting of November 15, 2016, four motions were made. Items are reported as listed in the agenda and not necessarily in the order they were considered.

The meeting was called to order by President Bennett, who presided.

1. BOARD CONVENES

- General Pronouncements

2. CLOSED EXECUTIVE SESSION

A. Litigation, Negotiations, and/or Property

There was no Closed Executive Session for Litigation, Negotiations, and/or Property.

B. Character, Professional Competence, or Physical or Mental Health of an Individual and/or Deployment of Security Personnel, Devices, or Systems

At 6:02 p.m. a motion was made:

\*(1) That the board meet in Closed Executive Session to consider character, professional competence, or physical or mental health of an individual and/or deployment of security personnel, devices, or systems.  
\*\*(Sandberg and Kennedy)

VOTE RECORD	AYE	NAY	ABSENT
BENNETT	X		
CLÁRA			X
EMERY	X		
FORD	X		
KENNEDY	X		
SANDBERG	X		
SWETT	X		
A Absent	Ab Abstention	F Failed	
N "No" Vote	NA No Action	T Tabled	
W Withdrawn	*Unanimous Approval		
**Members Making Motion			

Present for Closed Session for character, professional competence, or physical or mental health of an individual and/or deployment of security personnel, devices, or systems were Heather Bennett, Tiffany Sandberg, Rosemary Emery, Melissa Ford, Katherine Kennedy, Kristi Swett, Alexa Cunningham, and Janet Roberts.

Board members adjourned from the Closed Executive Session for character, professional competence, or physical or mental health of an individual and/or deployment of security personnel, devices, or systems at 6:35 p.m. and returned to the Board Business Meeting at 6:38 p.m.

3. BOARD MEETING

- President Bennett welcomed everyone in the audience. She recognized the presence of Susan McFarland, President, Salt Lake Education Association; Janet Clark, representing the Child Nutrition Employees Association; Cindy Mills, representing the Salt Lake Educational Office Personnel Association; and Rickie McCandless, who was representing the Salt Lake City Mayor’s Office. She excused Board Member Clára.
- Martin Yablonovsky led the audience in reciting the Pledge of Allegiance to the Flag.

A. CONSENT AGENDA

\*(2) A motion was made that the board approve the two items included in the Limited Consent Agenda. These items are listed below.

\*\*(Kennedy and Sandberg)

1. The Purchasing Report dated November 15, 2016, included a breakdown of items costing over and under \$50,000, and increases to existing purchase orders.

2. Trip Request for West High School students to Laughlin, Nevada, March 9-12, 2017, for a softball tournament.

B. REQUEST TO SPEAK

There were no requests to speak.

C. DISCUSSION AGENDA

1. Transportation. Paul Schulte and Martin Yablonovsky provided the board with a presentation on the Transportation Department. Information provided included an update on personnel, and the bus fleet – size and age of the buses, miles driven, and the number and type of field trips from the 2015-16 school year. They briefly went through the number and types of bus routes including general, special education, ELP, CTC, Pre-K, Special Education over 18, and other routes. They also updated board members on the number, types, and cost of UTA passes, and financial information relative to what routes qualify for funding from the Utah State Board of Education (USBE) and those that do not. During the presentation they answered questions from the board.

The board requested additional information on the length of time any student is on the bus, an update on VersaTrans and the GPS tracking system, and additional information on hazardous routes and ELP routes, including how ELP students are bussed and whether the bussing provided is equitable. Board members also requested information on how many bus passes are going to West ELP and IB students, how many to Horizonte students, and whether charter/private schools pay less for their bus passes than what the district pays. They also requested information on how West ELP in-boundary students are getting to school. The board requested a survey of West High parents to know what type of bus service they want, and questioned the possibility of utilizing vans for some of the smaller routes.

Superintendent Cunningham said she had the opportunity to go on a route with one of the drivers and said she was impressed by how connected the drivers are to their students and their families. Mr. Yablonovsky said the Transportation Department staff had appreciated her visit, he extended an invitation for board members to come join them as well, and expressed his appreciation to the drivers, attendants, and staff for all their hard work.

2. Emergency Preparedness. Paul Schulte and Ricardo Zubiata provided the board with an Emergency Preparedness Report. Mr. Schulte told board members all schools use the same template to create their Emergency Plans. He said this year a committee will meet to review and develop or modify the plan template schools use. The committee is comprised of school and community representatives, teachers, parents, community and municipal governmental officers, and fire and law enforcement personnel. The committee will also consider the need for emergency classroom supplies.

Mr. Zubiata said the Emergency Plans will be put into the Crisismanager software, which will make the plans digital. He said Crisismanager is able to push out warnings and is available on smart phones. He said having their plans on their phones will

enable principals to always have their emergency plan with them. He said the principal is the administrator of the plan and can send alerts to all their staff. It was noted a printed copy of the plan will still be available. He said once the plan has been downloaded to their phone it is available, an internet connection is not required.

Mr. Schulte told board members a sample of the current plan was included in their exhibit and briefly went through the emergency procedures that have been included. He noted procedures for an active shooter are not currently included, and he said that will be part of the committee's charge this year. He also went through the emergency drill requirements and the SAFE Neighborhoods Program.

Board members talked briefly about the SAFE Neighborhoods Program and noted there are a number of issues to be resolved regarding student safety if the community is going to be using the schools. During their discussion, Superintendent Cunningham noted two separate places might need to be designated in the schools, one for students and one for the community. Board members also talked about how to provide information to parents and a first responders box that would include various items such as a map of the school, information on how to contact the principal, and other items. President Bennett thanked them for the report.

3. Open/Closed Designation. Superintendent Cunningham reminded board members of their discussion at the November 1 board meeting. She said staff is in the process of completing the space audit. She said the district's administrative procedures say schools must be designated open or closed by November 30. She recommended the board move the Open/Closed Designation to the Action Agenda and said the board can continue their discussions. Prior to moving the item to the Action Agenda the note at the bottom of the Open/Closed Designation was modified to read: "Some grades or programs may be at capacity ..."

\*(3) A motion was made that the Open/Closed Designation for the 2017-18 School Year be moved from the Discussion Agenda to the Action Agenda.

\*\* (Kennedy and Swett)

#### D. ACTION AGENDA

1. Any item transferred from the Consent or Discussion Agendas.

##### Open/Closed Designation

\*(4) A motion was made that the board accept the Open/Closed Recommendations for the School Choice Applications for the 2017-18 School Year.

\*\* (Kennedy and Swett)

Superintendent Cunningham said the district website will be updated accordingly.

#### E. SUPERINTENDENT'S REPORT

1. Miscellaneous Updates:

Superintendent Cunningham reported she had visited Hawthorne and Riley Elementary Schools this week and it was great to see all the good things happening. She also said she attended the Veteran's Day celebrations at Ensign and Wasatch Elementary School and it was amazing to see the numbers of veterans in attendance and their appreciation for the programs.

Superintendent Cunningham said November 23 is a non-student day and there will be a variety of professional development opportunities available for staff.

Superintendent Cunningham invited board members to attend the annual General Administrators Holiday Breakfast scheduled for December 7<sup>th</sup>. She said the Hillside orchestra will be providing entertainment that morning.

2. Other Reports.

Board member Swett said she and President Bennett had attended a meeting organized by a group within the district calling themselves FAM – Friends, Allies, and Mentors. She noted board member Ford had joined the meeting later. She said it was a great meeting and she expressed appreciation to the Superintendent for her comments. She said she and President Bennett will be attending the first Special Education parents meeting tomorrow night. She also reported she had attended a community meeting with over 300 people present. She said the Community Council ran the meeting and did a great job of sharing information about what is going on in the community.

Board member Kennedy said she had attended the West SCC meeting and they had some great suggestions. She said they appreciate the built in professional development days but would prefer they be held at the schools, and had talked a lot about reading goals. She and Board Member Emery both said the West SCC would like the Calendar Committee to be more transparent for parents and teachers

President Bennett also reported on the FAM meeting she attended, noting it was the day after the election. She said it was a very large group who met to talk about how to better support the district's students, families, and employees who identify themselves as LGBTQIA. She also thanked Superintendent Cunningham for allowing her to accompany her the past week at two schools visits in her precinct.

Board Member Ford congratulated the Theatre Department at East High School for the fantastic job they did with their production of "High School Musical." She said it is exciting to see students find and make a connection to their school.

4. ADJOURNMENT

The Board Meeting was adjourned at 8:22 p.m.

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Janet M. Roberts  
Business Administrator

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**Salt Lake City School District  
Addition to the Minutes of the Board Meeting 11/15/2016**

**OFFICIAL EXHIBITS OF BOARD MEETING**

Official exhibits provided to the board and made available to the public as part of the meeting agenda can be found [here](#).

**ADDITION TO THE MINUTES**

The Board of Education of Salt Lake City School District acts by vote of a majority of the board members in an open and public meeting. Statements by individual board members, in or out of board meetings, written, oral or in social media, do not necessarily represent the views of the majority of the board or any other board member. Nevertheless, out of respect to the elected office that each board member holds and consistent with state law and board policy, the board allows its members to attach to board meeting minutes any other information that any member requests. When the board votes to approve minutes, that vote signifies that the minutes are a correct record of what occurred and what was asked to be included in the minutes. It does not signify any individual board member's agreement with the substance of the content.

The following information was distributed in the public meeting of the board, and has been included in the minutes at the request of the board member(s):

There were no handouts distributed at the meeting