

Manila, Utah  
October 8, 2009

The regular meeting of the Daggett Board of Education was held at Flaming Gorge School on October 8, 2009. President Asbill called the meeting to order at 6:00 PM. Also attending were members Jones, Barber, Olsen and Pallesen; Superintendent Northcott; Business Administrator Robinson; Principals Taylor and Gonder; Julie Rogers, Shay Mosley and Teresa Draper.

Mrs. Rogers thanked the Board for the flowers they sent to her following the death of her mother.

Mrs. Draper reported on the Arts program in the district. The Utah State Office of Education has supplied the district with curriculum and materials to implement a program called, "10 Minutes of Art in the Classroom". Manila Elementary has begun using this eight week program in their classrooms. The Repertory Dance Theatre visited the district on September 14<sup>th</sup>. They performed for the entire district and then did some movement classes for various age groups. Manila Elementary has recently had an art exhibit in their building which was provided by another state program called "Traveling Art Exhibits". A regional Networking Conference was held in the Basin. Many of the elementary teachers attended to learn how to incorporate arts in their curriculum. Flaming Gorge Elementary recently had Polly Parkinson as an Artist-In-Residence. She is a poet and was helping the students learn all about poetry. The students will be writing their own poem books. Manila Elementary has Elaine Brewster as their Artist-In-Residence. Her residency focuses on Storytelling and has the students doing lots of writing and introspective study. The elementary schools are having K-5 music. The secondary level has a Jr. High band and a Music Appreciation class and three levels of visual arts.

Mr. Olsen moved to approve the Consent Calendar, seconded by Mrs. Barber, motion carried unanimously. The Consent Calendar included the minutes of the September 10, 2009 board meeting; Warrant List and Financial Statement; contracts for Rae-Ann Ruble as a part-time Special Education aide at Manila Elementary and Jamie Dettling as the high school assistant girls basketball coach.

Mrs. Barber moved to approve the following policies on the 2<sup>nd</sup> Reading as adjusted, seconded by Mr. Olsen, motion carried unanimously.

1900

### **Charter Schools: Charter School Sponsorships** **Sponsorship of Charter Schools**

The Utah State Legislature has authorized school districts to contract with individuals and entities to sponsor charter schools within the district's boundaries, whether the charter school is converted from an existing district school or is a new school.

*Utah Code Ann. § 53A-1a-515(1) (2006)*

### **Application Process for Charter School Status—**

The Board hereby elects to receive applications for Charter Schools from individuals and organizations. An application for a charter school sponsored by the District should address the following issues, which will need to be included in the charter:

1. The age or grade levels to be served;
2. The proposed maximum enrollment and anticipated enrollment for the first 3 years of operation;
3. The governance structure of the charter school;
4. The financial plan for the school together with an auditing provision and fiscal procedures;
5. The mission and educational goals of the school, the curriculum offered; and the methods of assessing whether students are meeting educational goals, participation in the state's public education statewide assessment program and end-of-level core curriculum assessments;
6. Admission and dismissal procedures, including suspension procedures;
7. Procedures for review of complaints of parents regarding operation of the schools;
8. Provisions for parental involvement;
9. How the school will provide adequate liability and other appropriate insurance for the school, its governing body, and its employees, including its ability to participate in the state's risk management program;
10. The proposed school calendar, including the length of the school day and school year;
11. Participation of students in extra-curricular activities sponsored by the School District;
12. The physical facility in which the school will be housed;
13. The qualifications to be required of the teachers;
14. Where the charter school is to be converted from an existing public school, arrangements for current students who choose not to attend the charter school and current teachers who choose not to teach at the school after its conversion to charter status.
15. The school's intention to create a library;

16. A description of the school administrative and supervisory services; and
17. The school's policies and procedures regarding employee evaluation and employment of relatives.

*Utah Code Ann. § 53A-1a-508 (2005)*

#### **Acceptance or Rejection of Application**

The Board shall act to accept or reject the application for charter school status within forty-five (45) days after initial submission.

If the Board rejects the application, it shall state in writing the specific reasons for rejection.

A rejected applicant may modify its application and resubmit for reconsideration by the Board.

*Utah Code Ann. § 53A-1a-515(4) (2006)*

#### **Accountability and Review**

As required by Utah State Office of Education regulations, each charter school sponsored by the District shall, within the first year of operation, develop an accountability plan approved by the State Charter School Board. An authorized representative or representatives of the Board shall visit and inspect the charter school at least once within the first year of its operation and at least once within each five years of operation, following the review process established by the State Charter School Board and providing the charter school with a written report regarding the visit and inspection.

*Utah Code Ann. § 53A-1a-519 (2008)*

#### **Termination of Charter School Status**

The Board may terminate a charter school that it sponsors for the following reasons:

- 1) Failure to meet the requirements stated in its charter;
- 2) Failure to meet generally accepted standards of fiscal management;
- 3) Subject to space being available for students in other public schools, for failure to make adequate yearly progress under the No Child Left Behind Act under the circumstances that local districts are required to implement alternative educational arrangements under that law;
- 4) Violation of law, including but not limited to violation of the requirements to:
  - a) Submit an annual progress report to the Board of Education stating:
    - i The school's progress toward achieving its goals set forth in its charter; and
    - ii Financial records of the school, including revenues, expenditures, and employee salary and benefit levels.
  - b) Be non-sectarian in its programs, admission policies, employment practices and operations;
  - c) Not charge tuition or fees except those normally charged by public schools;
  - d) Meet all applicable health, safety, and civil rights requirements;
  - e) Submit all annual reports required of public schools, including an annual audited financial report;
  - f) Not advocate unlawful conduct; or,
- 5) Other good cause shown.

*Utah Code Ann. § 53A-1a-510(1), (6) (2005)*

#### **Procedure for Termination of Charter**

If the Board determines that the charter of a school it sponsors should be terminated, then the following procedure shall apply:

- 1) The Board shall notify the charter's school governing board in writing of the proposed termination and the grounds for termination. This notice shall also inform the school governing board that it may in writing request an informal hearing before the Board regarding the proposed termination.
- 2) If the school governing board requests a hearing, the Board shall conduct that hearing within 30 days of receiving the request. The hearing shall be conducted under the informal hearing procedures of the Utah Administrative Procedures Act.
- 3) If following the hearing the Board by majority vote determines to terminate the charter, the school governing body may appeal that decision to the State Board of Education.

Notwithstanding the above, the Board may terminate a charter immediately if good cause therefore is shown or if the health, safety, or welfare of the students at the charter school is threatened.

*Utah Code Ann. § 53A-1a-510(2), (3) (2005)*

#### **School Operation Following Termination**

If a charter is terminated, then the District may either assume management and operation of the charter school or may hire a private management company to operate the school.

*Utah Code Ann. § 53A-1a-510(4) (2005)*

## **Employment Objectives: Nondiscrimination**

### **General Nondiscrimination**

The District shall not, because of an individual's race; color; sex; pregnancy, childbirth or pregnancy-related conditions; age, if the individual is 40 years of age or older; religion; national origin; or disability:

- 1) Discharge, demote, terminate, retaliate against, harass, or refuse to hire or to promote any otherwise qualified individual; or,
- 2) Discriminate against an otherwise qualified individual with respect to compensation or in terms, privileges, and conditions of employment.

*Utah Code Ann. § 34a-5-106(1)(a)(i)*  
*Utah Administrative Code R277-112-3*

### **Otherwise Qualified**

An individual is considered "otherwise qualified" if the individual has the education; training; ability, with and without reasonable accommodation; moral character; integrity; disposition to work; adherence to reasonable rules and regulations; and other job-related qualifications required by the District for the particular job, job classification, or position.

*Utah Code Ann. § 34a-5-106(1)(a)(ii)*

### **Title IX Coordinator**

The District shall designate at least one employee whose responsibilities shall include coordination of the District's efforts to comply with Title IX of the Education Amendments of 1972, as amended, and its implementing regulations. The District shall notify all employees of the name, office address, office telephone number, and e-mail address of the employee(s) so designated.

*34 CFR § 106.8(a)*

### **Notification**

The notification may take the following form:

The District designates the following person to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended:

Name: Luann Robinson  
Position: Human Resource  
Office Address: 196 W. 200 N. - PO Box 249, Manila, UT, 84046  
Office E-mail: lrobinson@d sdf.org  
Telephone: 435-784-3174 Ex 120

### **Disability**

No otherwise qualified person with a disability shall, solely on the basis of disability, be subject to discrimination in employment in any of the District's operations so long as any part of its programs and activities receive federal financial assistance.

*29 U.S.C. § 794*

### **Definitions**

"Individual with a disability" means any person who has a record of, is regarded as having, or has a physical or mental impairment that substantially limits one or more of life's major activities. A "qualified individual with a disability" is a person with a disability who can perform the essential functions of the position in question, with or without reasonable accommodation. Employees or prospective employees have the responsibility of notifying the District personnel office of the need for reasonable accommodations on account of a disability.

*29 U.S.C. § 705(20)*

*34 CFR §104.3*

"Has a record of such an impairment" means has a history of or has been classified as having a mental or physical impairment that substantially limits one or more major life activities.

"Regarded as having an impairment" means:

- 1) Has a physical or mental impairment that does not substantially limit major life activities but that is treated by the District as constituting such a limitation;
- 2) Has a physical or mental impairment that substantially limits major life activities only as a result of the attitudes of others towards such impairment; or
- 3) Has no physical or mental impairment but is treated by the District as having such an impairment.

"Physical or mental impairment" means:

- 1) Any physiological disorder or condition, cosmetic disfigurement or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive; genitourinary; hermic and lymphatic; skin; endocrine; or
  - 2) Any mental or psychological disorder.
- "Major life activities" means functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

**Exceptions**

The following are not included in the definition of an "individual with a disability:"

- 1) A person whose current use of alcohol or drugs prevents the performance of job responsibilities or constitutes a direct threat to the property or safety of others.
- 2) A person who has a currently contagious disease or infection and who therefore would constitute a direct threat to the health or safety of other individuals, or who therefore is unable to perform the duties of the job.

29 USC § 706(c)

**Section 504 Coordinator**

The District will designate at least one person to coordinate its efforts to comply with Section 504 of the Vocational Rehabilitation Act of 1973 and its implementing regulations.

**Notification**

The District will take appropriate continuing steps to notify applicants and employees that it does not discriminate on the basis of disability in violation of Section 504 of the Vocational Rehabilitation Act of 1973 and its implementing regulations. The notification shall include identification of the designated coordinator, which may be in the following form:

The District designates the following person to coordinate its efforts to comply with Section 504 of the Vocational Rehabilitation Act of 1973:

Name: Harriet Dickerson  
 Position: Special Education Director  
 Office Address: 160 W. 200 N., Manila, UT 84046  
 Office E-mail: hdickerson@d sdf.org  
 Telephone: 435-784-3174 Ex 250

34 CFA § 104.7(a)

**Residence—**

The Board shall not require an employee to reside within the District as a condition of employment.

Utah Code Annotated § 53A-3-412

**Duty to Report—**

If any employee of the District knows of or has reason to believe that another employee is being harassed at the workplace by others on the grounds of race; color; sex; pregnancy, childbirth or pregnancy-related conditions; age, if the individual is 40 years of age or older; religion; national origin; or disability, then the employee must promptly report such harassment to the Board. The report shall be made confidentially and the Board shall maintain the confidence of any report of such harassment.

**Penalties for Engaging in Harassment—**

Within the discretion of the Board, any employee may be terminated for cause, suspended with or without pay or placed on probation for engaging in any form of harassment of another employee on the grounds of race; color; sex; pregnancy, childbirth or pregnancy-related conditions; age, if the individual is 40 years of age or older; religion; national origin; or disability.

*Baker v. Weyerhaeuser Co., 903 F.2d 1342 (10th Cir. 1990)*

**Employment: Transfers**

**Administrative Policy**

It is the policy of the Administration to assign personnel to the positions that best meet the needs of the District. Transfers shall be used to maintain a proper balance of experience and specialized competence among the schools of the District.

**Voluntary Transfers**

By April 1 of each school year, the District will advertise known job vacancies, together with required endorsements and skill requirements of the particular position, for the upcoming school year to all current employees. The District will also make reasonable efforts to advertise to all current employees any vacancy which occurs after the April 1 deadline. Transfer requests will be made according to the following guidelines:

- 1) A Request for Transfer Form signed by the Principal, and a letter or resume which gives evidence of appropriate endorsements and requested skill requirements should be submitted to Personnel no later than five school days following the school postings. After a teacher has submitted one transfer form and resume, requests for transfer to additional openings can be accomplished by contacting Personnel no later than the five school days following the school postings. Information from the first transfer request will be forwarded to other schools upon the request of the teacher, providing the contact is received before the five-day deadline.
- 2) Using a common set of criteria such as personnel files, requested qualifications, experience, etc., Principals will review all letters of request for transfer and select the candidates to be interviewed. Successful candidates will be notified in writing.
- 3) When the position has been filled, all candidates making application will be notified through a district communication sent to the local schools. Whenever possible, this notification shall be made before the end of the current school year.
- 4) Transfer requests to year-round schools will not be honored after July 1 of the school year. Transfer requests to schools on traditional schedules will be honored until 10 working days prior to the new teacher orientation.

### **Involuntary Transfers**

A Principal or immediate supervisor may request the transfer of an employee when in his or her judgment it will benefit the employee, the school, or the District. Involuntary transfer requests stating specific reasons for the transfer shall be made to the Superintendent. A copy of the request shall be made available to the employee. The Superintendent's designee shall review the request and recommend approval or denial to the administrator of Personnel or the Superintendent, who will approve or deny the involuntary transfer request. The Superintendent or the administrator of Personnel may unilaterally review and approve or deny the involuntary transfer request.

In situations where an involuntary transfer becomes necessary due to a reduction in staff or for staff imbalance, a call for volunteers shall be made and if there are none, selection shall be made in the best interests of the district. In the case of an involuntary transfer due to a reduction in staff or for staff balance the administrator shall adhere to the following guidelines:

- Employees required to transfer involuntarily shall be notified of the available openings for which they are qualified.
- Employees identified for involuntary transfer shall list their preference for available positions. Positions will be filled by the District with consideration given to the employee priority listing.
- Program need shall be based on the primary assignment description.
- Whenever possible, an employee being transferred to a different assignment shall be notified of the transfer prior to the end of the school year.
- The transferring employee shall be notified of the change in assignment in a conference with his or her supervisor or a designee.
- When a teacher who has been involuntarily transferred cannot be placed in a position commensurate with appropriate endorsements and skill requirements, Reduction in Force guidelines (Policy 3540) will be implemented.

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**3423**

### **Overtime**

#### **Overtime Requires Prior Approval**

Before overtime is recorded or overtime work is performed for the District, an employee shall obtain written or verbal approval from the employee's supervisor or from another officer or administrator having authority to authorize the overtime.

#### **Overtime Work**

"Overtime work" is defined as time worked in the "work week," as defined by policy, exceeding 40 hours for a non-exempt employee in which non-exempt employee is compensated at a rate not less than 1 ½ times the employee's hourly rate.

#### **Work Week**

"Work week" is defined as the period of time beginning at midnight between Friday night and Saturday morning and ending the next Friday midnight.

#### **Regular Time**

Regular time is the number of hours an employee is authorized to work during the "work week" up to 40 hours.

#### **Location**

All regular time work and authorized overtime work must be completed on site unless prior authorization is obtained. Employees must receive written authorization prior to the start of any off-site work.

- "On-site work" is defined as work performed within the normal course and scope of employment at the District's regular places of business, e.g., schools, district office, bus warehouse, etc.
- "Off-site work" is any work performed at a location different than the District's regular places of business.

### **Time Keeping**

Each employee will comply with District time-keeping protocols by promptly recording daily regular time worked only by time clock or specific method prescribed by the District.

### **Failure to Comply**

Failure to comply with this policy and/or the District's overtime procedures may result in disciplinary action, up to and including termination.

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3525

## **Liability: Volunteers**

### **Immunity from Liability**

Volunteers who are properly recognized by the school or by the District and who are performing an approved service as assigned by the school or District are considered an employee of the District for purposes of:

- 1) receiving worker's compensation medical benefits, which shall be the exclusive remedy for all injuries and occupational diseases as provided under the Worker's Compensation Act;
- 2) the operation of motor vehicles or equipment if the volunteer is properly licensed and authorized to do so;
- 3) liability protection and indemnification normally afforded paid employees of the District.

A "volunteer" is a person who donates services without pay or other compensation except expenses actually and reasonably incurred as approved by the District. A volunteer may not donate any service to the District unless the volunteer's services are approved by the Superintendent or an authorized designee, and by the District's personnel office.

*Utah Code Ann. § 67-20-3*

*Utah Code Ann. § 67-20-4*

*Utah Admin. Code R37-1-4*

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3555

## **Employment Relations: Employee Associations and Wage Deductions**

### **Association Membership**

No person shall be granted or denied District employment by reason of membership or nonmembership in any labor organization, labor union or any other lawful type of association.

*Utah Code Ann. § 34-34-2*

### **Deductions for Association Dues**

The District shall, upon written request from an employee, deduct a specified sum from the employee's wages, not to exceed 3% per month, and pay such sum to the employee association designated by the employee for association dues. The District shall cease making such deductions upon written request from the employee directing that the deductions cease.

*Utah Code Ann. §' 34-32-1*

### **Deductions for Political Purposes Prohibited**

The District may not deduct any amount from an employee's wages which are to be paid to:

- A candidate;
- A personal campaign committee;
- A political action or political issue committee;
- A registered political party;
- A political fund; or,
- Any entity established by a labor organization (including any employee association) to solicit, collect, or distribute monies primarily for political purposes.

The District shall comply with the requirements of this policy in employing any personnel either by individual contract or collective bargaining.

*Utah Code Ann. §' 34-32-1.1*

*Utah Code Ann. '§ 53A-3-411*

*Utah Code Ann. '§ 20A-11-101(3), (25), (26), (28), (40)*

*Utah Code Ann. '§ 20A-11-1402(1)(c)*

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3600

## **Acceptable Use of Personally Owned Electronic Communication Devices**

### **Purpose**

In some instances, the possession and use of electronic communication devices by District employees may be appropriate. However, the use of such devices by District employees can also have the effect of distracting and

disrupting the employee and others in the school setting. These devices also may lead to disruptions of the educational process. The purpose of this policy is to vest in school and District administrators the authority to enforce reasonable rules relating to electronic communication devices in the workplace.

### **Definitions**

An "electronic communication device" includes cellular and PCS telephones, camera telephones, Personal Digital Assistants (PDAs), two-way radios or video broadcasting devices, pagers, and any other device that allows a person to record and/or transmit, on either a real time or delayed basis, sound, video or still images, text, or other information.

### **Personally Owned Electronic Communication Devices**

Employees may carry and use personally owned electronic communication devices on school property subject to rules and regulations promulgated by the Board of Education. Employees who violate this policy may be subject to disciplinary action.

Electronic communication devices should not be turned on during the employee's normal duty time to send or receive messages of a personal nature except in emergency situations or with pre-approval from the Superintendent or school principal or designee. Personal use of an electronic communication device is allowable during normal break times, lunch times, and preparation times. Electronic communication devices should not be used during instructional time or at school-sponsored programs, meetings, in-services, parent(s)/guardian(s) conferences, or any other time where there would be a reasonable expectation of quiet attentiveness.

Students and others in the public schools shall not be subject to video or audio capture, recording, or transmission of their words or images by any person without express prior notice and explicit consent for the capture, recording, or transmission of such words or images using personally owned electronic devices. There are certain situations where the possession or use of electronic communication devices and cameras is absolutely prohibited within the public school.

Employees operating a school bus, or any other District-owned or leased vehicle, are prohibited from operating the vehicle while using an electronic communication device, whether personally owned or District issued, except:

- 1) During an emergency situation;
- 2) To call for assistance, after stopping the vehicle, if there is a mechanical breakdown or other mechanical problem;
- 3) When the vehicle is stopped and where the electronic communication device is owned by the District and used as a digital two-way radio;
- 4) When the school bus or other vehicle is parked.

Utah Code Ann. § 53A-3-402

3610

## **Acceptable Use of District Owned Electronic Communication Devices**

### **Purpose**

District electronic communication devices shall be used to support the educational and business requirements of the District. District electronic communication devices shall be used in compliance with all applicable federal, state, and local laws and regulations, and in a cost-effective and ethical manner. This policy also applies to usage of private electronic communication devices by District employees to the extent utilized for District business. Failure to comply with this policy may result in suspension of the privilege of using a District electronic communication device, disciplinary action, or both.

### **Definitions**

- 1) An "electronic communication device" includes cellular and PCS telephones, camera telephones, Personal Digital Assistants (PDAs), two-way radios or video broadcasting devices, pagers, and any other device that allows a person to record and/or transmit, on either a real time or delayed basis, sound, video or still images, text, or other information.

### **Eligible Users**

District electronic communication devices are to be used only by district employees. All employees requiring the use of a District electronic communication device shall read and sign this policy statement.

### **Acceptable Use**

Electronic communication devices owned by the District, or any electronic communication device used to conduct District business, must be used in accordance with the following standards:

- 1) District electronic communication devices are to be used only for District business. Personal use of these devices is prohibited except in emergency situations or with pre-approval from the Superintendent or school principal or designee. In the event personal calls are made or received on a District electronic communication device, including personal emergency calls, the employee must reimburse the District for all costs incurred.

- 2) District electronic communication devices are valuable and should be handled with care. Loss, theft, or damage to a District electronic communication device must be reported immediately to the user's supervisor. If loss, theft, or damage occurs as a result of employee negligence, the employee to whom the device is assigned will be responsible for reimbursing the District for repair or replacement costs.
- 3) District electronic communication devices are to be used in an ethical and responsible manner. No employee is to use a District electronic communication device for the purpose of illegal transactions, harassment, obscene or offensive behavior or other violations of District policies or federal, state, or local laws.
- 4) If the employee assigned to use the District electronic communication device does not return the device and/or related equipment when requested, the employee will be required to reimburse the District for the purchase price of the device and/or related equipment.
- 5) Employees have no expectation of privacy in using District electronic communication devices.
- 6) District electronic communication devices should be used judiciously during instructional time or at school-sponsored programs, meetings, in-services, parent(s)/guardian(s) conferences, or any other time where there would be a reasonable expectation of quiet attentiveness.
- 7) District electronic communication devices are to be used in a safe manner. Employees should not use these devices while operating a motor vehicle. Employees operating a school bus, or any other District-owned or leased vehicle, are prohibited from operating the vehicle while using an electronic communication device, whether personally owned or District issued, except:
  - a) During an emergency situation;
  - b) To call for assistance, after stopping the vehicle, if there is a mechanical breakdown or other mechanical problem;
  - c) When the vehicle is stopped and where the electronic communication device is owned by the District and used as a digital two-way radio;
  - d) When the school bus or other vehicle is parked.

**Misuse of District Owned Electronic Communication Device**

If an employee misuses a District electronic communication device or leaves District employment, the employee may be responsible for fees or charges associated with cancellation of the service contract.

If the Superintendent or designee determines that the employee no longer needs a District electronic communication device to perform the employee's job responsibilities, any fees or charges associated with cancellation of the service contract shall be the responsibility of the District.

*Utah Code Ann. § 53A-3-402*

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**4350**

**Special Programs: Financial and Economic Literacy Passport**

**Special Programs**

Each elementary school shall provide the following to the parents or guardian of a kindergarten student during kindergarten enrollment:

1. a financial and economic literacy passport, a document that tracks mastery of financial and economic literacy concepts and completion of financial and economic activities developed by the State Board of Education; and
2. information about higher education savings options, including information about opening a Utah Educational Savings Plan account.

*Utah Code Ann. § 53A-13-110(3) (2009)*

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**4360**

**Instructional Resources: Purchase of Primary Instructional Materials**

**Independent core curriculum alignment analysis required--**

Before the District or any school within the District may purchase any primary instructional materials, the proposed materials provider must have contracted with an independent third party to evaluate and map the alignment of the primary instructional materials with the State core curriculum, and a detailed summary of that evaluation must have been made available for use by teachers and the general public on a public website at no charge. The cost of satisfying this requirement must be paid by the proposed materials provider, and the materials provider may not perform the evaluation, summary, or web-site publication of the evaluation.

*Utah Code Ann. § 53A-14-107 (1),(2) (2008)*

**Requirements may not be performed by the Board or the District--**

Neither the Board of Education nor the District may perform the evaluation, summary, or web-site publication of the evaluation.

*Utah Code Ann. § 53A-14-107(2) (2008)*

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4710

**Graduation: Adult Education Graduation**

**Adult Education Diplomas—**

The District will award an Adult Education Diploma to each adult education student who successfully completes the requirements established by the District within the time requirements for that completion.

*Utah Admin. Rules R277-705-6 (December 11, 2006)*

**Adult Education Student Participation in UBSCT—**

Adult education students are not permitted to take the Utah Basic Skills Competency Test (UBSCT), and the requirements for an adult education diploma do not include attempting or successfully passing the UBSCT.

*Utah Admin. Rules R277-705-6D (December 11, 2006)*

*Utah Admin. Rules R277-705-7E(2)(a) (December 11, 2006)*

**Adult Education Student Participation in Graduation Ceremonies—**

Adult education students do not participate in graduation activities and ceremonies for high school students in the District. The District may conduct separate graduation activities and ceremonies for adult education students.

*Utah Admin. Rules R277-705-6D(1) (December 11, 2006)*

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6700

**Honorary Diplomas for Veterans**

**Honorary Veterans Diplomas Authorized--**

The Board will award an honorary high school diploma to a veteran upon satisfaction of the requirements set forth below.

**Requirements for Honorary Veterans Diploma--**

Upon written request to the Board of Education made by the veteran, an immediate family member of a veteran, or a guardian of the veteran, and verification of the following requirements, the District shall award an honorary high school diploma to the veteran:

- 1) Either (a) left high school before graduating to serve in the United States armed forces or (b) served in the United States armed forces during World War II, the Korean War, or the Vietnam War, and
- 2) Either (a) was honorably discharged or (b) was released from active duty because of a service-related disability, and
- 3) Either (a) resides in the District or (b) resided in the District at the time of leaving high school to serve in the United States armed forces.

**Verification of service--**

The Board, the veteran, or the veteran's immediate family member or guardian may request the Department of Veteran Affairs to certify whether the veteran meets the requirements of 1 (b) or 2 above.

*Utah Code Ann. § 53A-14-107(2) (2008)*

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Mrs. Barber moved to approve Policy #1300 – Board Meetings; #2010 – Revenue and Budgeting: Local Revenue; #2030 – Revenue and Budgeting: Budget; #2610 – Transportation: Planning and Funding: Funding; #3000 – Employment: Certified and Classified Personnel; #3015 – Employees: Physical Examinations; #3020 – Employment: Background Checks; #3030 – Employment: Scope of Employment; #3060 – Employee: Drug Policy; #3070 – Drug Testing; #3200 – Administration Relations; #4700 – Graduation: Graduation Requirements; #6000 – Public Information Program: Public Records; #6200 – Community Use of School Facilities; #6400 – School Community Councils; on the 1<sup>st</sup> Reading, seconded by Mr. Olsen, motion carried unanimously.

Mrs. Jones moved to approve Policy #1800 – Community Involvement in Education; #3025 – Employment: Personal Reporting of Arrests and Convictions; #3610 Exhibit 1 – Acceptable Use of Electronic Communication Devices Policy: Personally Owned Electronic Communication Devices; on the 1<sup>st</sup> Reading, seconded by Mr. Olsen, motion carried unanimously.

Mr. Olsen moved to table Policy #5345 – Health Requirements and Services: Students with Potentially Life Threatening Allergies, because exhibits are missing. Motion was seconded by Mrs. Barber, motion carried unanimously.

Mr. Olsen moved to approve the revisions of Policy #3440 – Employee Leave; #3520 – Employee Evaluation; #3550 – Redress of Grievances; #5100 – Admissions and Attendance: Eligibility and Admissions; #5110 – Admissions and Attendance: Compulsory Education; #5310 – Health Requirements and Services Immunizations; #5400 – Student Records; #5500 – Student Activities; #5710 – Safe Schools; on the 1<sup>st</sup> Reading as modified. Motion was seconded by Mrs. Jones, motion carried unanimously.

Mrs. Barber reported that UBATC is excited to be in their nice new building.

Superintendent’s activity report was reviewed.

Superintendent Northcott reviewed the 2008-2009 CRT Results. District-wide results for Language Arts are 91.6%; Science – 86%; and Math – 86.73%. The elementary pass rate is 92.12% and the secondary is 84.76%. The overall district pass rate for CRT’s is 88.45%.

Superintendent Northcott also reviewed the U-PASS Report Card. All schools have obtained the State Level of Performance.

Superintendent Northcott reviewed the AYP Report which is a report dealing with the Federal No Child Left Behind Law. All schools made AYP (Adequate Yearly Progress).

The following committees have been formed and have met for the first time: Licensed Evaluation; Classified Evaluation; Professional Development; and CUSAP. A Safe School committee is also being formed and will meet to give input on bullying and hazing policies.

The following Great Things Happening were noted:

1. Artists-In-Residence at both elementary schools.
2. Drug Awareness assemblies.
3. Sports are in full swing.
4. Jr. High Baseball – 3 weeks of training.
5. Jr. High Girls Volleyball wrapping up.
6. Jr. High Boys Basketball beginning.
7. A representative from Springville Art Museum was here and purchased a student painting.

Next Meetings:

- Work Meeting, Thursday October 22, 2009 @ 5:30 PM
- Board Meeting, Thursday November 12, 2009 @ 5:00 PM

There being no further business, President Asbill declared the meeting adjourned.

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President, Board of Education

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Clerk, Board of Education