

WEBER SCHOOL DISTRICT
5320 Adams Avenue Parkway
Ogden, UT

General Board Meeting/Budget Hearing
June 10, 2020

The Board of Education of Weber School District held a Board Meeting in the Board Room at 5320 Adams Avenue Parkway, Washington Terrace, Utah. The meeting convened at 6:06 p.m.

The following Board Members and Superintendency were present:

Jon Ritchie	President
Dean Oborn	Vice President
Jan Burrell	Board Member
Douglas Hurst	Board Member
Paul Widdison	Board Member
Janis Christensen	Board Member
Bruce Jardine	Board Member
Jeff Stephens	Superintendent
Art Hansen	Assistant Superintendent
Robert Petersen	Business Administrator

President Ritchie apologized for the late start noting that sanitizing in between sessions was needed due to the continued COVID-19 pandemic guidelines.

1. Pledge of Allegiance: Robert Petersen, Business Administrator
2. Consent Calendar
 - A. Minutes
 - B. Warrant Register
 - C. Budget Update
 - D. New Hires
 - E. Bid/Purchase Approvals
 - F. Leave of Absence Requests
3. Discussion/Action Items
 - A. Approve LEA Licenses and Endorsements
 - B. Approval of Revised Policy 4370 *Graduation Requirements* – 2nd Reading
 - C. Approval of Revised Policy 5200 *Student Discipline (Including Safe School Policy)*- 1st Reading
 - D. Approval of 2019-2020 Budget
 - E. Budget Hearing
 - F. Initial Approval of “Working” 2020-2021 Budget

AGENDUM ITEM #1 – Consent Calendar

A. Minutes

That the minutes for the Study Session and General Board Meeting Session dated May 6, 2020 be approved. Also, the Special Board Meeting on May 1, 2020.

B. Warrant Register

That check numbers 00013514 through 00013817; and 00515498 through 00517011 totaling \$8,485,103.92 dated May 31, 2020 be approved.

C. Budget Update

That the budget update dated May 31, 2020 be approved.

D. New Hires

That the list of personnel changes and additions dated April 29, 2020 through June 2, 2020 be approved.

E. Bid/Purchase Approvals

That the continued consultation services through Utah State University Autism Support Services: Education, Research, and Training (ASSERT) program be approved. The cost for the 2020-2021 school year is \$31,491.

That the approval to purchase the *McGraw-Hill* Science program for Biology, Physics and Earth and Space Science and the *Pearson* Science program for Chemistry be approved. The cost for 2020-2021 school year is \$560,576.

That the approval to purchase *The Utah Journey* program for seventh grade Utah Studies students in an eight-year package be approved. The total cost for eight years is \$167,673.45

That the approval to purchase the *Amplify Science* for grades K-5 be approved. The anticipated annual cost for future student editions \$105,000 per year over the next seven years. The cost for 2020-2021 school year is \$1,162,478.

F. Leave of Absence Requests

Board President, Jon Ritchie, called for a motion to approve the Consent Calendar.

Motion: Douglas Hurst Seconded: Bruce Jardine

That the above Consent Calendar be approved. Voting was unanimous in support of this motion.

AGENDUM ITEM #2 – Discussion/Action Items

A. Approve LEA Licenses and Endorsements

Lauri Adams, Assistant Human Resources Director, noted that following the Board approval of Policy 7135 last month, we have the first list of recently hired or currently employed teachers that fall under the new LEA specific licensing procedures. LEA licenses are for teachers that do not currently have a teaching license. There are 39 LEA Licenses being asked for at this time.

The LEA Endorsement list are those teachers that need Special Education Endorsements. They have current teaching license, but need endorsements for areas they are currently teaching. With Board approval, and after each candidate completes the Weber School District online Canvas course, we will move forward and the Human Resources Department will track their progress through the LEA.

Jan Burrell commented how comprehensive Human Resources were in building this plan. Board Members Jan Burrell and Dean Oborn met with them specifically and noted how individually oriented they are with teachers that need to walk through this process and know exactly where they are in the process. Dean Oborn also agreed how impressed he was with the process and preparation they have gone through to bring us into compliance. It is recommended the Board approve the LEA Licenses and Endorsements lists.

Motion: Jan Burrell

Seconded: Dean Oborn

That the LEA Licenses and Endorsements lists be approved. Voting was unanimous in favor of the motion.

Superintendent Stephens noted we still have resources available for these individuals. For example, we can still refer teachers in a number of areas back to a university to pick up needed coursework. The state previously had an alternative route to licensure where individuals had 3 years to complete all coursework to move from a letter of authorization to an actual teaching license. The positive thing about the LEA being responsible is that it can be personalized to those who have different backgrounds.

B. Approval of Revised Policy 4370 *Graduation Requirements* – 2nd Reading

Karla Porter, Student Services Director, reviewed revisions to Policy 4370 that include a provision for course grade forgiveness consistent with State Board rule. It allows a student to retake a course or take a comparable course to replace a grade in 9th, 10th, 11th, or 12th grade. There had previously not been consistency in course forgiveness. Now there are forms that will ensure consistency across the district. An approval process will now be in place where every course will be approved by the Curriculum Director, Sheri Heiter. No further input has been given since last Board meeting. It is recommended the Board approve Revised Policy 4370 *Graduation Requirements* on a second reading.

Motion: Janis Christensen Seconded: Paul Widdison

That revised Policy 4370 *Graduation Requirements* be approved on a second reading. Voting was unanimous in favor of the motion.

C. Approval of Revised Policy 5200 *Student Discipline (Including Safe School Policy)* – 1st Reading

Karla Porter, Student Services Director, noted some of the new things with this policy is that there are now definitions. Previously there were guidelines for suspension, expulsion and due process. This revised policy is now more in depth. This policy now includes hearing and appeal guidelines, risk assessment, safety plans, investigative protocol, and all restorative practice pieces with teachable moments addressed to try to help students not repeat the same behaviors. Laws recently were updated to bullying in 2017. Our bullying policy is in Policy 5201 as its own. More regulations regarding sexual harassment were added in May 2020. The Juvenile Justice Reform bill came out in 2017-2018 regarding law enforcement and prohibiting them to act on certain student conduct. An Administrative Handbook will be coming out to help administrators with a restorative piece on how to help and guide students to better behavior. It is requested the Board approve revised Policy 5200 *Student Discipline (Including Safe School Policy)* on a first reading.

Motion: Bruce Jardine Seconded: Jan Burrell

That Revised Policy 5200 *Student Discipline (Including Safe School Policy)* be approved on a first reading. Voting was unanimous in favor of the motion.

D. Approval of 2019-2020 Budget

Dr. Robert Petersen, Business Administrator, distributed copies of the Final Budget for 2019-2020 to Board Members and individuals. Because of the COVID-19 pandemic and the resulting economic shut down, the state has not released revenue projections for FY21. The Utah State Legislature will be meeting later in the month in a Special Session. It is hoped that more reliable revenue projections will then be available in order to build a more accurate FY21 Budget. The following highlights were reviewed by Dr. Robert Petersen.

FINAL BUDGET FOR 2019-2020

REVENUE

M & O Fund \$235,048,792	This fund is for general operations. Local funds account for 13% of revenue. State revenue is 81% and is tied to enrollment. Federal funding is 4.8% and funds Special Education and Title I programs.
School Food Services \$12,953,053	Sales Account for 31% of revenue. 19% comes from the State Liquor Tax. Federal funding is nearly 49% of revenue.
Capital Outlay \$59,244,493	Revenue is almost all from local sources and includes bond proceeds.
Student Activity Fund \$8,155,186	This fund comes from operations at our schools such as student fees and tuition. 100% comes from local sources.
Foundation \$1,560,167	100% is local funding.
Debt Service \$16,511,385	Pays our bonds – 100% local resources (property tax)
TOTAL REVENUE \$333,473,076	36% Local, 58% State, 5% Federal The federal government is just 5% but it is critical.

EXPENSES

M & O Fund \$230,067,028	Instruction accounts for \$166 million (72% of the total). District administration is 2%. We are very lean at the district office. 90% goes toward compensation (instruction). 9.01% is for non-compensation expenses such as supplies and materials.
Food Services \$12,427,693	The biggest expense is food.
Capital Outlay \$66,097,407	The bulk (\$64,922,000) goes to building and repairs. That is higher than normal because we're building bond projects.
Student Activity Fund \$8,115,115	
Foundation \$1,401,582	

Debt Service Fund All non-compensation. This fund pays debt.
 \$15,360,952

TOTAL EXPENSES 65.13% compensation, 34.87% non-compensation
 \$333,469,777

PROJECTED FUND BALANCES

	<u>2019</u>	<u>2020 (Est.)</u>	<u>Est. Change</u>
General	\$39,492,630	\$42,492,630	\$3,000,000
Debt Service	\$2,435,676	\$825,000	(\$1,610,676)
Capital	\$17,660,754	\$20,000,000	\$2,339,246
Child Nutrition	\$3,063,672	\$1,998,993	(\$1,064,679)
Student Account	\$2,662,433	\$2,750,000	\$87,567
Foundation	\$2,938,717	\$3,005,000	\$66,283
TOTAL	\$66,253,882	\$71,071,623	\$2,817,741

Child nutrition’s change in balance is due to the COVID-19 pandemic. We are doing well in most of our fund balances with the exception of child nutrition. Kayleen Anderson, Child Nutrition Supervisor, has been very detailed in budgeting and working closely with finance in order to prevent any challenges in the future.

Dr. Petersen then presented highlights from the proposed 2020-2021 budget.

PROPOSED 2020-2021 BUDGET

I. Maintenance & Operation

	<u>Est. Costs</u>
Top Priorities	
Fund Steps and Lanes	\$847,300
Base Salary Increase	
<i>Unknown as of 6/10/20. Legislature meeting later in June to determine WPU growth-</i>	
<i>One percent increase in base salary would cost \$1,293,100</i>	
Health Insurance Costs	\$980,300
Bus Driver Special Ed. Route	\$31,900
HR Clerk for Licensing	\$57,800
Elem. Office Aide Upgrade Lakeview	<u>\$20,300</u>
Total New Expense	\$1,937,600
 Funding Source	
Local Tax Revenue Growth	\$1,028,100
Increase in Voted & Board Leeway	\$284,300
Other Sources	<u>\$625,200</u>
<i>(Fund Transfers, Enrollment Growth)</i>	
Total On-Going Revenue	\$1,937,600

With the new LEA procedures on licensing and endorsements it has become necessary to hire an additional Human Resources clerk. This total new expense reflects if there is no base salary increase. The hope is that the legislature is able to raise the value of the WPU which would allow us to provide a cost of living increase beyond just steps and lanes for employees.

Our conservative numbers on enrollment growth are due to the possibility of lower enrollment due to the new charter school opening this fall in Roy.

II. Capital Outlay Budget. In November 2017, we passed a \$97 million bond for the following projects:

<u>Projects</u>	<u>Cost</u>	<u>Status</u>
• Fremont High School Addition	\$5,757,500	Complete
• Silver Ridge Elementary (new)	\$26,987,500	Complete
• Orchard Springs Elementary (new)*	\$25,361,700	Complete
• Roy Junior High School (replacement)	\$42,496,400	Under Constr.
• Weber Innovations High School (addition)	\$7,420,000	Under Constr.

*Amount includes retainage of close to 1 million that we are still working on with the contractor.

Total cost is up from the \$97 million mainly due to the rise in construction costs and also some cases we had to build roads and had issues with canals. This was funded with bond issues, bond premiums, sale of property and capital fund balance over multiple years. The funding therefore matches the cost.

III. Child Nutrition Budget. Student lunch fees since 2015-16 were shown. Elementary has not changed since 2016. Junior high has not changed since 2017. High schools has not changed for a long time. Adult lunch prices are the same and breakfast have not changed.

IV. Tax Rates

Assessed value are up 10.72%. Value in Weber County has been increased from \$7.9 billion in 2016 to \$13.3 billion in 2020. This will help our ability to go to a bond election with a minimal tax rate. Basic Levy & Charter Levy are controlled by the legislature. Weber School District controls the Board Local Levy, Voted Leeway, and Capital Outlay. If the district wants to increase any of them above the certified rate, we are required to have a truth-in-taxation hearing. In 2017 & 2019 we had truth-in-taxation hearings.

Because we are a property poor district we receive state aid when it comes to Voted & Board Leeway. This year we will receive an increase of \$573,486. Superintendent Stephens noted that this is the bill that he had previously mentioned has fiscal notes attached to them that would have increased that state guarantee program for districts that are property poor. Unfortunately, due to the effects of the COVID-19 pandemic it is likely we will not receive this.

Dr. Petersen explained that we will need two motions for approval of the budgets. The first is to approve the final budget for the current year, followed by a Budget Hearing and opportunity for public comment, and then a second motion to approve a working budget for 2020-2021.

President Jon Ritchie called for a motion to approve the final FY 2019-2020 budget as outlined.

Motion: Douglas Hurst Seconded: Dean Oborn

That the final 2019-2020 budget be approved as presented. Voting was unanimous in favor of the motion.

E. Budget Hearing

President Jon Ritche called for a motion to open the Public Hearing:

President Jon Ritchie noted the meeting is now open for public input and invited members of the audience to address the Board if they would like. There were no requests to address the Board and President Ritchie called for a motion to close the Public Hearing

Motion: Janis Christensen Seconded: Paul Widdison

That the Budget Hearing be closed. Voting was unanimous in fave of the motion.

F. Initial Approval of FY 2020-2021 Budget

President Jon Ritchie called for a motion to approve the proposed 2020-2021 budget as presented by Dr. Petersen.

Motion: Janis Christensen Seconded: Dean Oborn

That the proposed 2020-2021 budget be approved as outlined. Voting was unanimous in favor of the motion.

AGENDUM ITEM #3 – Information Items

➤ Fee Waiver Report

Motion to adjourn general Board Meeting and move into Closed Session.

Motion: Bruce Jardine Seconded: Jan Burrell

Roll Call Vote to move into Closed Session:

Board Member Jan Burrell
Board Member Bruce Jardine
Board Member Paul Widdison
Board Member Janis Christensen
Board Member Douglas Hurst
Board Vice President Dean Oborn
Board President Jon Ritchie

Voting was unanimous in favor of the motion.

General Session adjourned at: 7:07 p.m.

Closed Session convened at: 7:13 p.m.

Motion to adjourn the Closed Session and reconvene into General Session.

Motion: Jan Burrell Seconded: Paul Widdison

Closed Session adjourned at: 8:06 p.m.

Reconvened in General Session at 8:07 p.m.

Motion to adjourn the General Session of Board Meeting.

Motion: Dean Oborn Seconded: Jan Burrell

General Board Meeting adjourned at 8:08 p.m.