

Jordan School District
MINUTES OF BOARD OF EDUCATION MEETING
January 12, 2021

The Board of Education of Jordan School District met in a special general session and study and closed sessions on Tuesday, January 12, 2021, beginning at 4:08 p.m. at JATC South (Board Conference Room), 12723 S. Park Avenue (2080 West), Riverton, Utah. The sessions were also provided electronically via YouTube.

SPECIAL GENERAL SESSION

Those recognized or signed-in as present:

Bryce Dunford, Board President
Tracy J. Miller, Board First Vice President
Matthew Young, Board Second Vice President
Jen Atwood, Board Member
Niki George, Board Member-elect
Marilyn Richards, Board Member, via electronic connection
Darrell Robinson, Board Member
Anthony A. Godfrey, Superintendent
Michael Anderson, Associate Superintendent
John Larsen, Business Administrator
Cody Curtis, Administrator of Schools
Jill Durrant, Administrator of Schools
Rebecca Gerber, Administrator of Schools
Shelley Nordick, Administrator of Teaching and Learning
Lisa Robinson, Administrator of Schools
Brad Sorensen, Administrator of Schools
Sandy Riesgraf, Director, Communications
Doug Flagler, Manager, Communications
Jeri Clayton, Administrative Assistant
Robert Conder, AV Department
Mike Maughan, AV Department
Kelly Giffin, President, Jordan Education Association
Elma Scheid, President, Jordan Education School Professionals Association
Mike Miller
John George
Jennifer Dunford
Ashlee Covington
Jonah Covington
Rosie Covington
Lisa Robinson
Whitney Robinson
Susan Pulsipher, District 50, Utah House of Representatives
Sherrie Swenson, Salt Lake County Clerk

President Dunford presided and conducted. He welcomed those present, including friends and family of Board members and Ms. Sherrie Swensen, Salt Lake County Clerk. Mr. John Larsen, business administrator, led the Pledge of Allegiance and Reverence was given by Mr. Michael Anderson, associate superintendent.

I. Administration of Oath of Office to New and Re-elected Board Members

Sherrie Swenson, Salt Lake County Clerk, administered the oath of office to the following new and re-elected Board members to serve a four-year term of office from January 2021 through December 2024:

Bryce Dunford	District 5	Re-elected
Niki George	District 6	New member

Marilyn Richards
Darrell Robinson

District 4
District 1

Re-elected
Re-elected

Comments by Board Members

Ms. George said being a Board member is a thrilling opportunity. She has had a deep love for education her entire life and a desire to contribute and be part of the solution. She added that it is a privilege to work with the other members of the Board and to serve the community. She thanked the community for the trust they have placed in her and expressed her desire to honor that trust.

Mr. George, husband of Niki George, said this is a great opportunity for Niki because she has had a desire to serve and to work to make Jordan District the best it can be for the students, parents, teachers and community members. He expressed his support for her as she serves as a member of the Board.

Mr. Robinson said he is grateful to be part of the Board and is excited to have Ms. George join the Board, but he will also miss the contributions made by her predecessor, Ms. Janice Voorhies. He said as he looks at other Boards and compares the differences between them, he is honored to be part of a Board that is working hard. He was thinking back to four years ago and what he wanted to accomplish as a newly elected Board member and said he has been able to accomplish many of them. He said the spotlight is now heavily on education not only in Utah but in the nation and he believes the next four years will be an amazing time as they look towards the 21st century. Mr. Robinson expressed appreciation to his fellow Board members and the community members that put their trust in him for another four years. He also expressed appreciation to District teachers, administrators, and staff members that treat him with kindness and he is looking forward to working hard during the next four years.

Ms. Richards said she is very happy to be part of the Board and wanted her fellow Board members to know that they have her full support. She thanked the community for the opportunity to serve another four years.

Mr. Dunford expressed his gratefulness for the opportunity to serve four more years with the other members of the Board. He expressed his love for Jordan School District and said he attended Jordan schools for 11 years and his heart and soul are here. He added that he and his wife have ten children and his family has a combined total of 99 years attending Jordan District schools. He expressed that he is honored to represent the wonderful people of precinct five for another four years and thanked them for the opportunity. He added that he could not serve on the Board without the support of his wife whom he dearly loves and everything he accomplishes is because of her support.

II. Election of Board of Education Officers

Mr. Larsen reviewed the procedures used to elect Board officers to serve two-year terms of office for the years 2021 and 2022. He conducted elections for president, first vice president, and second vice president of the Jordan School District Board of Education.

A. Election of President

Mr. Larsen opened nominations for the office of president of the Jordan School District Board of Education to serve a two-year term.

Bryce Dunford nominated Tracy Miller

Hearing no other nominations, Mr. Larsen confirmed acceptance of the nomination by Ms. Miller and called for a motion to close the nominations for the office of Board president.

MOTION: It was moved by Bryce Dunford and seconded by Jen Atwood to close the nominations for the office of Board president. The motion passed with a unanimous vote.

Mr. Larsen conducted a vote by raise of hand on the nomination of Tracy Miller to the office of Board president. Mr. Larsen reported that by unanimous vote, Ms. Miller was elected to serve a two-year term as president of the Jordan School District Board of Education.

B. Election of First Vice President

Mr. Larsen opened nominations for the office of first vice president of the Jordan School District Board of Education to serve a two-year term.

Tracy Miller nominated Bryce Dunford

Hearing no other nominations, Mr. Larsen confirmed acceptance of the nomination by Mr. Dunford and called for a motion to close the nominations for the office of Board first vice president.

MOTION: It was moved by Tracy Miller and seconded by Marilyn Richards to close the nominations for the office of Board first vice president. The motion passed with a unanimous vote.

Mr. Larsen conducted a vote by raise of hand on the nomination of Bryce Dunford to the office of Board first vice president. Mr. Larsen reported that by a unanimous vote, Mr. Dunford was elected to serve a two-year term as first vice president of the Jordan School District Board of Education.

C. Election of Second Vice President

Mr. Larsen opened nominations for the office of second vice president of the Jordan School District Board of Education to serve a two-year term.

Matt Young nominated Darrell Robinson
Jen Atwood nominated Marilyn Richards

Hearing no other nominations, Mr. Larsen confirmed acceptance of the nominations by Mr. Robinson and Ms. Richards and called for a motion to close the nominations for the office of Board second vice president.

MOTION: It was moved by Bryce Dunford and seconded by Matt Young to close the nominations for the office of Board second vice president. The motion passed with a unanimous vote.

Mr. Larsen conducted a vote by raise of hand on the nomination of Darrell Robinson to the office of Board second vice president. Mr. Larsen reported that two "yes" votes were cast in favor of Mr. Robinson and five "no" votes. Board members voting in favor of Mr. Robinson were Mr. Young and Mr. Robinson.

Mr. Larsen conducted a vote by raise of hand on the nomination of Marilyn Richards to the office of Board second vice president. Mr. Larsen reported that by a vote of five to two, Ms. Richards was elected to serve a two-year term as second vice president of the Jordan School District Board of Education. Board members voting in favor of Ms. Richards were Jen Atwood, Bryce Dunford, Niki George, Tracy Miller, and Marilyn Richards.

The Jordan School District Board of Education officers and members as now constituted are:

Tracy J. Miller, Board President
Bryce Dunford, Board First Vice President
Marilyn Richards, Board Second Vice President
Jen Atwood, Board Member
Niki George, Board Member
Darrell Robinson, Board Member

Matt Young, Board Member

Comments by Board Officers and/or Members

Mr. Dunford said the last two years serving as Board president has been a challenging but wonderful experience. He said he was honored to serve with Mr. Young and Ms. Miller and looks forward to serving with Ms. Miller and Ms. Richards. He pledged his all to the District and to President Miller and said he will serve as valiantly as he can and to his utmost ability as first vice president.

Mr. Young stated that he had the privilege of serving with Susan Pulsipher who, at the time he joined the Board, was the president. He said it was amazing to see what was accomplished as a Board under her leadership and he learned that the role of president is not one to be taken lightly. He expressed appreciation for the privilege of serving four years ago as Board vice president for a two-year term and as Board secretary for the previous two years. Mr. Young said he recently heard a quote that in politics there are show horses and plow horses and each Board member gets to choose which to become. He expressed gratefulness for being yoked with two tremendous "plow horses," Ms. Miller and Mr. Dunford, for the past two years. He said a lot of work has been accomplished and it has been a great honor to serve.

President Miller thanked the Board members for their support and trust in her. She expressed appreciation to the families of Board members for the sacrifices they make that allow them to serve. She thanked Mr. Dunford for his leadership during the past two years and Mr. Young for his analytical ability and perspective. She said it has been a tough year and quoted Albert Einstein who said, "In the middle of difficulty lies opportunity," and this year has been like that. She shared a letter received from a teacher at Daybreak Elementary who said "The first part of this school year and ending of last school year was very difficult. COVID has changed so many aspects of teaching but as with all difficult situations, there are hidden silver linings. I have learned new skills and found new inner strength. Parents and students have been resilient and incredibly supportive. I have found more effective ways to reach and teach my students." Ms. Miller said she believes this teacher has expressed how many others are feeling, that great challenges also become great opportunities for growth. She is excited and looking forward to some of the future opportunities and all that has been learned in 2020 to make the District a better place. She said one of her favorite books is *The Boys in the Boat* which is about a rowing team from the University of Washington in 1936 who, in the middle of the Depression, went to the Olympics in Berlin and received a gold medal. She read a quote from the book that said, "Rowers must reign in their fierce independence and at the same time hold true to their individual capabilities. Races are not won by clones, good crews are good blends, someone to lead the charge, someone to hold something in reserve, someone to fight the fight, someone to make peace. No rower is more valuable than another. All are assets in the boat." She said the Board is a great rowing team and all members are very different in opinions, strengths, and styles, but as all the perspectives are brought together they are able to make good decisions. She added that the District has a very talented and capable administration and expressed appreciation for their leadership, and expressed appreciation for great community members, teachers, and support staff who are all working towards the common goal of meeting educational needs of every child. She said she is looking forward to the new year.

Ms. Richards thanked the prior Board leadership for their efforts on behalf of the Board. She expressed how much she appreciated the way in which Mr. Dunford conducted meetings and took control of each situation. She stated that she looks forward to serving with Ms. Miller and Mr. Dunford for the next two years.

At 4:49 p.m., President Miller and invited those present to participate in a small reception to congratulate the new and re-elected Board members. She announced that the study session would begin at 5:10 p.m.

STUDY SESSION

Those recognized or signed-in as present:
Tracy J. Miller, Board President

Bryce Dunford, Board First Vice President
Marilyn Richards, Board Second Vice President, via electronic connection
Jen Atwood, Board Member
Niki George, Board Member
Darrell Robinson, Board Member
Matt Young, Board Member
Anthony A. Godfrey, Superintendent
Michael Anderson, Associate Superintendent
John Larsen, Business Administrator
Cody Curtis, Administrator of Schools
Jill Durrant, Administrator of Schools
Rebecca Gerber, Administrator of Schools
Shelley Nordick, Administrator of Teaching and Learning
Lisa Robinson, Administrator of Schools
Brad Sorensen, Administrator of Schools
Sandy Riesgraf, Director, Communications
Doug Flagler, Manager, Communications
Jeri Clayton, Administrative Assistant
Robert Conder, AV Department
Mike Maughan, AV Department
Kelly Giffin, President, Jordan Education Association
Elma Scheid, President, Jordan Education School Professionals Association
Susan Pulsipher, District 50, Utah House of Representatives

President Miller presided and conducted. The Board of Education met in a study session to discuss the following:

A. Presentation on General Fund Reserve Balance Recommendations

Mr. Matt Young, chair of the Finance Committee, explained that the process of examining District fund balance reserves started six years ago. The first fund examined was the Capital Fund and the Committee developed a protocol and framework for assessing the fund balance which is still in use today for evaluating yearly capital expenditures. He explained that the District's purpose is to educate the students that reside within the boundaries and this is accomplished through tax revenue provided by the citizens of this area; however, sometimes more money is received from the taxpayers than is actually spent during a year and it is carried over as a fund balance. He said there are legitimate reasons for maintaining a fund balance, but it is the Board's desire to have a clear direction about the amount that should be maintained.

Mr. Young reported that through careful analysis and management of the Capital Fund reserves, the District was able to build two new elementary schools before the 2016 bond was approved by voters and to build one additional elementary school at the end of the bond. He added that the Board asked to have a similar analysis made of District's Self-Insurance Fund before raising health insurance premiums and because of this focus, premiums have not been increased for the last five years. He noted that other funds were examined such as the Student Activities Fund, and fewer fees are being charged to patrons as a result.

Mr. Young stated that the largest fund balance is the General Fund and said the Board has been willing to use the fund balance in appropriate ways, one of which is to invest in teacher salaries. Mr. Young provided Board members with a document prepared by the Finance Committee, Unrestricted Fund Balance (UFB) Level Guidelines, for review and consideration. He described how the document will be or has been used to appropriately spend-down the UFB. He invited Board members to review the document and to contact him with any questions or comments. He also noted that the Committee is recommending that the document be presented for Board approval at the January 26 general session Board meeting.

B. Update on Pandemic Response

Superintendent Godfrey reported on the latest developments in response to the COVID-19 pandemic. He reported that he has tried to stay in touch as much as possible with school personnel and expressed appreciation to those who have spent time with him to help him have a good perspective on what is happening in schools and the concerns and issues with which school personnel are having to deal. He reported that the FFCRA federal leave put in place last year expired in December but the District has been given the option to continue to make the leave available through the end of March. The FFCRA provides leave when teachers or other employees have had to be quarantined and are unable to perform their duties. He said the intent is to continue this leave unless there is an objection from the Board. Board members agreed to continue the leave benefit through the end of March.

Dr. Godfrey reported on the number of employees who have received COVID-19 vaccinations. He noted that the first round was opened to employees age 54 and older and as doses remained available, vaccinations were offered to employees in younger age categories.

Dr. Godfrey reported that a number of grants have come through federal and state funding such as the CARES Act, and that spending deadlines for the various grant funds can differ. He said Mr. Larsen, business administrator, and his team worked through the winter break to insure all the funds received were used appropriately and within the deadlines. He also reported that additional funds have been received since his last report to the Board. About \$200,000 was allocated to the District to help with the Test to Play requirements. It paid for PPE, substitute teachers on Fridays to help with testing, and for nursing services. About \$280,000 in unrestricted funding was provided by the County which had a one-week spending deadline and some of the money was used to pay for items already discussed with the Board to insure it was spent before the deadline. Dr. Godfrey stated that there will likely be funds made available for Districts to use to help students that may have fallen behind because of the pandemic. He noted that discussions have taken place about how to “fill the gaps” and help students succeed.

Dr. Godfrey reported that all changes for teachers and students to transition from in-person to virtual learning and vice versa should be completed by January 27, 2021. He also reported on progress related to setting up the District’s three online schools. Principals have been appointed and hiring of teachers has begun. The administration is working towards being prepared for online school registrations to begin on February 1, at the same time as other school registrations. He said names for the schools have also been discussed and he will be prepared to present recommendations at the Board meeting on January 26, as was suggested by Mr. Dunford.

Dr. Godfrey also answered questions related to blended learning, the Test to Stay program, and COVID-19 exposure notifications.

Mr. Dunford reminded Board members that Board policy called for the formal evaluation of the superintendent last November or December, but because of all of the additional responsibilities placed on the superintendent and the Board, the evaluation was not completed. He noted that Dr. Godfrey’s contract will be up for renewal this summer and suggested that this evaluation be added as a future agenda item.

At 6:40 p.m., the meeting adjourned.

MOTION: At 6:40 p.m., it was moved by Jen Atwood and seconded by Bryce Dunford to go into closed session. The motion passed with a unanimous vote.

CLOSED SESSION

Those recognized or signed-in as present:

Bryce Dunford, Board President
Tracy J. Miller, Board Vice President
Matthew Young, Board Secretary

Jen Atwood, Board Member
Marilyn Richards, Board Member, via electronic connection
Darrell Robinson, Board Member
Janice L. Voorhies, Board Member
Anthony A. Godfrey, Superintendent
Michael Anderson, Associate Superintendent
John Larsen, Business Administrator
Paul Van Komen, Burbidge & White

President Dunford presided and conducted. The Board of Education met in a closed session to discuss personnel. The closed session discussion was recorded and archived.

MOTION: At 6:59 p.m., it was moved by Bryce Dunford and seconded by Jen Atwood to adjourn the meeting. The motion passed with a unanimous vote.

JL/jc