

Study Session  
Tuesday, January 9, 2018 Mountain Time

JATC South Campus (Board Conference  
Room)  
12723 S. Park Avenue (2080 West)  
Riverton, Utah 84065

1. **STUDY SESSION – OPEN MEETING** - 4:00 p.m.  
*The Board may engage in discussion, provide administrative direction, or take other action on any of the study session agenda items listed below.*
  - 1.A. **Discussion on Board Policy E400 Mission Statement**
  - 1.B. **Discussion on Possible Community Summit on Growth**
  - 1.C. **Updates on Legislative Session**
  - 1.D. **Presentation on Proposed Changes to Administrative Policy D207  
Calendar Development**
  - 1.E. **Board/Staff Follow-up to Prior Board Discussions**
  - 1.F. **Professional Development Reading “Coming to Order”**
  - 1.G. **School Board Book Study Focusing on Student Achievement**
2. **POTENTIAL CLOSED SESSION**
  - 2.A.
    1. **Property**
3. **SPECIAL SESSION: Special Business Items**
  - 3.A. **Consideration of Results from Survey on 2018-19 Calendar Preference for  
Eastlake Elementary School**
  - 3.B. **Consideration of Results from Survey on 2018-19 Calendar Preference for  
Welby Elementary School**
  - 3.C. **Recommendation and Possible Action to Approve the Purchase and Sale  
Agreement and Joint Escrow Instructions between the Board of Education of  
Jordan School District and VP Daybreak Operations LLZC and VP  
Daybreak Investments LLC Involving the Purchase of Three Parcels of Land  
Each Containing Approximately 12 Acres in the Daybreak Community,  
South Jordan for Anticipated Future School Sites**
4. **STUDY SESSION** (continued)
  - 4.A. **Discussion on Administrative Policies DP303 Staff Selection – Licensed and  
DP307 Staff Selection, Promotion, and Salary Placement—Classified**
  - 4.B. **Discussion on Administrative Policies AS88 Health Care Services for  
Students with Special Needs and AS97 Management of Concussions and  
Traumatic Head Injuries**
  - 4.C. **Policy Governance Review**
  - 4.D. **Board and Superintendent Reports and Comments**
  - 4.E. **Motion to go into Closed Session**
5. **POTENTIAL CLOSED SESSION**
  - 5.A. **Character and Competence of Individuals (Personnel)**
  - 5.B. **Property**
  - 5.C. **Potential Litigation**
  - 5.D. **Negotiations**

## 5.E.Security

**DRAFT**

SUBJECT: CALENDAR DEVELOPMENT

**I. Board Directive**

Since the coordination of activities is an administrative function, the Board delegates to the Administration the responsibility for the preparation and announcement of District calendars. The Administration shall be responsible for the preparation of school calendars. These calendars shall be prepared in accordance with guidelines established by the Utah State Board of Education and shall be approved by the Board.

**II. Administrative Policy**

Recognizing that the scheduling and coordinating of District activities is an important administrative function, the Superintendent or Superintendent's designee shall be responsible for the development of the year-round, traditional, and District school calendars according to the following administrative policy provisions:

A. ~~Traditional and Year-round School Calendars~~

~~1.A.~~ A. ~~The voting members of the~~ District Calendar Committee will be formed to make recommendations to the administration and the Board regarding calendar preparation. Committee members will serve ~~four~~three year terms which expire on a staggered basis. Voting representatives will include the following:

~~a.1)~~ a.1) ~~Four~~Two administrators (recommended by the Administration) and two teachers (recommended by the employee agent group) will be selected from the following groups

- ~~(a)~~ (a) ~~One high school administrator of teacher~~
- ~~(b)~~ (b) ~~One middle school administrator or teacher~~
- ~~(c)~~ (c) ~~One year-round schedule elementary administrator or teacher~~
- ~~(d)~~ (d) ~~One traditional schedule elementary administrator or teacher~~

- ~~(1)~~ (1) ~~One high school administrator~~
- ~~(2)~~ (2) ~~One middle school administrator~~
- ~~(3)~~ (3) ~~One year round schedule elementary administrator~~
- ~~(4)~~ (4) ~~One traditional schedule elementary administrator~~

~~b.~~ b. ~~Four teachers (recommended by the employee agent group)~~

- ~~(1)~~ (1) ~~One high school teacher~~
- ~~(2)~~ (2) ~~One middle school teacher~~
- ~~(3)~~ (3) ~~One year round schedule elementary teacher~~
- ~~(4)~~ (4) ~~One traditional schedule elementary teacher~~

~~e.2)~~ e.2) ~~Three~~Two classified employees (recommended by the employee agent group)

~~d.3)~~ d.3) ~~Two~~One parents from each feeder area, ~~representing year round and traditional calendar schedules~~ (recommended by the Board-PTA)

~~e.4)~~ e.4) Representatives from the District Administration and other groups, shall be non-voting advisory members of the committee.

SUBJECT: CALENDAR DEVELOPMENT

2B. The year-round ~~school~~ and traditional school calendars will be developed according to the following policy:

~~a-1)~~ Each ~~fall year, three-two~~ school calendars shall be presented to the Board of Education: final calendars for the coming school year, and the tentative calendars for the next ~~two successive~~ years. The committee shall develop at least two year-round and two traditional calendar options for the coming school year. Parents and employees in the District shall be surveyed on these options and feedback provided to the Board before calendars are finalized. The following shall be presented to the Board of Education: at least two year-round and two traditional calendar options for the coming year, and survey results on those options.

2) There will be at least a three week summer break for each school.

3) School will not be held on these holidays: Labor Day, Thanksgiving, Martin Luther King, Washington/Lincoln Day, Memorial Day, July 4, and July 24.

~~b. Student attendance days will not be scheduled between Independence Day and Pioneer Day on the modified 45-15 year round school calendar.~~

~~e. Dates for beginning and ending the traditional school year shall be determined in relationship to Labor Day and Memorial Day.~~

~~d. Labor Day and Memorial Day will be school recess days.~~

~~e. A two (2) day Fall Recess will be scheduled in October.~~

~~f. Thanksgiving Recess shall be two (2) days, Thanksgiving Day (Thursday) and Friday, and may include Wednesday before Thanksgiving, when possible.~~

~~g-4) Winter Recess shall be scheduled and will include December 24, 25 and January 1 as recess days.~~

~~h. Martin Luther King Jr. Day will be a school recess day.~~

~~i. Washington and Lincoln Day will be a school recess day unless a school closure necessitates scheduling a make-up day on Washington and Lincoln Day. Washington and Lincoln Day will be the first make-up day scheduled, followed by Spring Recess days, if necessary.~~

~~j. Spring Recess in year round schools will be a minimum of one (1) day, and three (3) days, when possible, including Good Friday, unless school closures necessitate scheduling more than one make-up day or a school closure occurs after Washington and Lincoln Day. Spring Recess in traditional schools will be three (3) days including Good Friday unless school closures necessitate scheduling more than one make-up day or a school closure occurs after Washington and Lincoln Day.~~

~~k-5) Grade Transmittal Days~~

~~(1) Year-round elementary schools will schedule grade transmittal days to support track changes.~~

~~(2) Grade transmittal days in traditional schools will be the first school day after each quarter ends for the first three quarters of the school year.~~

~~l. Where possible, the minimum week will be three days or more.~~

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SUBJECT: CALENDAR DEVELOPMENT

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~~m.6)~~ Parent-Teacher Conferences will be scheduled as follows:

~~(1)(a)~~ The dates for Parent-Teacher Conferences will be scheduled by mid-first quarter and mid-third quarter on dates determined by the District Calendar Committee. ~~each year-round elementary school within the timeframe determined by the Year Round Committee.~~

~~(2)~~ Traditional elementary school conferences will be scheduled mid-November and mid-March on dates determined by the District Calendar Committee.

~~(3)~~ Secondary school conferences will be scheduled mid-first quarter and mid-third quarter on dates determined by the District Calendar Committee.

~~(4)(b)~~ When parent-teacher conferences are held in the two-evening format, a compensation day will be given. ~~the Friday following the conferences will be a non-work day in traditional schools.~~

~~n.7)~~ Emergency closure days will be determined by the Administration and the Board.

~~(1)~~ Emergency closures in year-round schools will be made up on the first available Saturday for those tracks affected by the closure. ~~The date will be determined by the District Administration.~~

~~(2)~~ Emergency closures in traditional schools will be made up first on Washington and Lincoln Day and next during Spring Recess.

~~(3)~~ Make-up days for emergency closures occurring after Spring Recess shall be scheduled on an individual school basis.

~~3.C.~~ School calendar approval by the Board will occur by December of each year.

~~B.~~ Monthly Planner

~~1.~~ The Monthly Planner shall consist of a month-by-month schedule of District meetings and activities. All events in the Monthly Planner shall be scheduled in accordance with dates established by the general calendar.

~~2.~~ The Office of Communications, in cooperation with the District Administration, Information Systems, principals, employee agent groups and PTA officers, shall prepare the Monthly Planner, which shall be posted on the District website.

**Jordan School District**

**Board of Education**

**January 9, 2018**

**Eastlake Elementary School  
Calendar Survey Feedback**

*Brad Sorensen, Administrator of Schools, Herriman Feeder System*

# Overview

Timeline/Survey Overview

Summary of Patron Feedback

Summary of Employee Feedback

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# Timeline/Overview of Survey

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# Calendar Survey – Timeline

- **Tuesday, December 12, 2017** the School Board directed staff to survey both the community and the employees of Eastlake Elementary regarding a traditional calendar and a year-round calendar.
- **Friday, December 15, 2017** a meeting was held with the employees at Eastlake to emphasize the Board's desire to hear their feedback on the survey.
- **Monday, December 18, 2017** the survey opened to both the community and the employees. An email was sent to both participating groups.
- **Tuesday, January 3, 2018** a reminder email was sent regarding the survey.
- **Tuesday, January 9, 2018 at 10:00 am** the survey closed for both community and employees.

# Calendar Survey – Overview Statement

In a Board of Education meeting held on December 12, 2017, it was determined that there would be no boundary changes to Eastlake Elementary School at this time. However, the Board of Education is still considering a potential change to the school's calendar and would like your input.

Eastlake could be moved to a year-round calendar beginning in the 2018-19 school year. Returning to a year-round calendar would increase the building capacity and help address growth and enrollment concerns that have been expressed by residents and employees in recent meetings. It may also require rotating classrooms, includes different school holiday dates than the traditional calendar, and impact PLC work for grade level teams.

If Eastlake remains on a traditional calendar with its projected 1055 students for the 2018-19 school year, it may require some additional adjustments for anticipated growth. Adjustments will be evaluated and determined by the school district and may include: combining smaller dual language immersion classes, having a classroom housed on the stage (which has been done previously), or adding aides to help classes with large numbers.

Please complete the following survey to indicate whether you would prefer a year-round or traditional calendar at Eastlake Elementary starting in the 2018-19 school year. If you have any questions before completing this survey, please call 801-567-8753.

# Employee Feedback

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# Employee Feedback

- 14 Classified employees completed the survey
- 34 Licensed employees completed the survey
- All written comments from employees were provided to the School Board
- A copy of this presentation has been provided to the School Board in BoardDocs
- Each employee that completed the survey received a response

# Employee Feedback

**Question-** In general, which calendar do you prefer?

- Traditional Calendar – 32 (66.67%)
  1. Classified Employees – 12 (85.71%)
  2. Licensed Employees – 20 (58.82%)
- Year-Round Calendar – 16 (33.33%)
  1. Classified Employees – 2 (14.29%)
  2. Licensed Employees – 14 (41.18%)

# Employee Feedback

**Question-** Given the current situation at Eastlake and knowing the possible adjustments identified earlier in the survey, What is your preference for the school calendar at Eastlake for the 2018-19 school year?

- **Traditional Calendar – 31 (64.58%)**
  1. Classified Employees – 10 (71.43%)
  2. Licensed Employees – 21 (61.76%)
- **Year-Round Calendar – 12 (25.00%)**
  1. Classified Employees – 2 (14.29%)
  2. Licensed Employees – 10 (29.41%)
- **No Preference – 5 (10.42%)**
  1. Classified Employees – 2 (14.29%)
  2. Licensed Employees – 3 (8.82%)

# Community/Patron Feedback

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# Community/Patron Feedback

- 557 Patrons completed the survey
- All written comments from patrons were provided to the School Board
- A copy of this presentation has been provided to the School Board in BoardDocs
- Each patron that completed the survey received a response

# Community/Patron Feedback

**Question-** In general, which calendar do you prefer?

- Traditional Calendar – 423 (76.22%)
- Year-Round Calendar – 132 (23.78%)

# Community/Patron Feedback

**Question-** Given the current situation at Eastlake and knowing the possible adjustments identified earlier in the survey, What is your preference for the school calendar at Eastlake for the 2018-19 school year?

- Traditional Calendar – 374 (67.15%)
- Year-Round Calendar – 161 (28.90%)
- No Preference – 22 (3.95%)

# Questions

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# **Welby Elementary Calendar Survey**

**Review of Results**

**Board of Education**

**January 9, 2018**

# Survey Process

- **Opened Tuesday, January 2**
- **Sent by Skylert**
- **Reminder sent by Skylert and flyer**
- **Sent after break at request of teachers and parents**
- **More information provided than in previous surveys**
- **Comments emailed to the Board**

# Response Rate

- **Parents – 455**
- **Faculty and Staff – 43**
- **Total responses – 498**
  
- **Golden Fields Boundary Survey – 143 total**
- **Eastlake Boundary Survey – 185 total**

# Faculty and Staff Results

- **NEXT YEAR**
  - Traditional – 14 (33%)
  - Year-Round – 28 (66%)
  - No Preference – 1 (1%)
  
- **IN GENERAL**
  - Traditional – 13 (30%)
  - Year-Round – 30 (70%)
  - No Preference – 0 (0%)

# Community Results

- **NEXT YEAR**
  - Traditional – 379 (84%)
  - Year-Round – 64 (14%)
  - No Preference – 11 (2%)
  
- **IN GENERAL**
  - Traditional – 386 (86%)
  - Year-Round – 65 (14%)
  - No Preference – 0 (0%)

