



**Wednesday, February 12, 2025**  
**USD Board Business Meeting**

**826 South 1500 East**  
**Naples, UT**

**There is a possibility that one or more Board Members may participate in the meeting electronically or by telephone.**

**The Board of Education may vote to convene in Closed Session, which will be closed to the public, pursuant to Utah Code sections 52-4-204 through 206. The Board of Education may discuss, make motions, and vote upon all matters appearing on this agenda. Such votes may be to adopt, reject, rescind, or take no action on any agenda matter.**

## **1. INTRODUCTION 6:00 p.m.**

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|                |                                           |
|----------------|-------------------------------------------|
| <b>Subject</b> | <b>A. Welcome / Called to Order</b>       |
| Meeting        | Feb 12, 2025 - USD Board Business Meeting |
| Category       | 1. INTRODUCTION 6:00 p.m.                 |
| Access         | Public                                    |
| Type           | Procedural                                |

|                |                                           |
|----------------|-------------------------------------------|
| <b>Subject</b> | <b>B. Reverance</b>                       |
| Meeting        | Feb 12, 2025 - USD Board Business Meeting |
| Category       | 1. INTRODUCTION 6:00 p.m.                 |
| Access         | Public                                    |
| Type           | Procedural                                |

|                |                                           |
|----------------|-------------------------------------------|
| <b>Subject</b> | <b>C. Pledge of Allegiance</b>            |
| Meeting        | Feb 12, 2025 - USD Board Business Meeting |
| Category       | 1. INTRODUCTION 6:00 p.m.                 |
| Access         | Public                                    |
| Type           | Procedural                                |

**Subject                      A. Consent Calendar**

Meeting                      Feb 12, 2025 - USD Board Business Meeting

Category                      2. BUSINESS/ACTION ITEMS

Access                      Public

Type                      Action

Recommended Action                      I motion to approve the consent calendar, including minutes from the January 8, 2025 Work Session and Business Meeting, the Monthly Board Financial Update, and the Amended 2024-2025 Vernal Middle School Trust Lands Plan.

1. Meeting Minutes: January 8, 2025, Work Session and Business Meeting Minutes - Troy Timothy, Business Administrator
2. Contracts Needing Board Approval - Troy Timothy (No contracts require board approval at this time)
3. Monthly Board Financial Update - Troy Timothy
4. Amended 2024-2025 Vernal Middle School Trust Lands Plan - Christy Nerdin, Secondary Curriculum Director

## File Attachments

[01.08.2025 Work Session Pending Minutes.pdf \(130 KB\)](#)[01.08.2025 Business Meeting Pending Minutes.pdf \(259 KB\)](#)[2025.02.06 - Memorandum, Monthly Board Financial Update.pdf \(246 KB\)](#)[JAN25 Revenues & Expenditures By Fund .pdf \(30 KB\)](#)[Amended VMS SLT Memo 02.12.2025.pdf \(153 KB\)](#)

## Administrative File Attachments

[Yr-ov-Yr Comparison \(FY24 & FY25\) as of 01.31.2025-combined.pdf \(1,977 KB\)](#)**Subject                      B. Policies for Approval on First Reading**

Meeting                      Feb 12, 2025 - USD Board Business Meeting

Category                      2. BUSINESS/ACTION ITEMS

Access                      Public

Type                      Action

1. 007.0505 School Fee Policy – Christy Nerdin, Secondary Curriculum Director

## File Attachments

[007.0505 School Fees Policy Memo & Policy.pdf \(253 KB\)](#)[SY 2025-2026 Fee Schedule.pdf \(161 KB\)](#)

## Administrative File Attachments

### 3. INFORMATIONAL/DISCUSSION ITEMS

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|                |                                                                          |
|----------------|--------------------------------------------------------------------------|
| <b>Subject</b> | <b>A. Purchases Over \$50,000 - Troy Timothy, Business Administrator</b> |
| Meeting        | Feb 12, 2025 - USD Board Business Meeting                                |
| Category       | 3. INFORMATIONAL/DISCUSSION ITEMS                                        |
| Access         | Public                                                                   |
| Type           | Informational                                                            |

There are no Purchases Over \$50,000 for the Board to review at this time.

|                |                                                              |
|----------------|--------------------------------------------------------------|
| <b>Subject</b> | <b>B. Calendar Items - Dr. Rick Woodford, Superintendent</b> |
| Meeting        | Feb 12, 2025 - USD Board Business Meeting                    |
| Category       | 3. INFORMATIONAL/DISCUSSION ITEMS                            |
| Access         | Public                                                       |
| Type           | Informational                                                |

File Attachments

[Calendar Items 02.12.2025.pdf \(138 KB\)](#)

[Upcomming Art Events.pdf \(3,011 KB\)](#)

|                |                                                                                                                  |
|----------------|------------------------------------------------------------------------------------------------------------------|
| <b>Subject</b> | <b>C. Superintendent and/or Board President follow-up or clarification on items discussed during the meeting</b> |
| Meeting        | Feb 12, 2025 - USD Board Business Meeting                                                                        |
| Category       | 3. INFORMATIONAL/DISCUSSION ITEMS                                                                                |
| Access         | Public                                                                                                           |
| Type           |                                                                                                                  |

### 4. ADJOURNMENT

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|                |                                           |
|----------------|-------------------------------------------|
| <b>Subject</b> | <b>A. Meeting Adjourned</b>               |
| Meeting        | Feb 12, 2025 - USD Board Business Meeting |
| Category       | 4. ADJOURNMENT                            |
| Access         | Public                                    |
| Type           | Action                                    |

**Uintah School District  
Board of Education  
Uintah County, Utah**

**Work Session Pending Meeting Minutes**

These meeting minutes are “pending minutes” as that term is used in Utah Code Annotated section 52-4-203. That means the Uintah School District Board of Education has not yet approved them and they are subject to change until the Board approves them.

**Date:** January 8, 2025

**Time:** 4:01 p.m. – 5:21 p.m.

**Location:** 826 South 1500 East, Naples, Utah

**Board Members Present:**

- Dave Chivers, President
- Tawnya McKee, Vice President
- Robin McClellan
- Todd Massey
- Denise Maynard

**Executive Staff Present:**

- Dr. Rick Woodford, Superintendent
- Kim Barnhurst, Interim Business Administrator, CFO

**1. Introduction/Opening**

**A. Welcome/Call to Order**

Dr. Woodford welcomed everyone in attendance and introduced the Board. President Dave Chivers offered his opening remarks and called the work session to order at 4:01 p.m.

**B. Reverence**

The reverence was offered by Zinna Eaton.

**2. Policy Revisions**

**A. Policies for Approval on First Reading**

President Chivers stated there are no policies for approval on first reading this month.

**B. Policies for Approval on Second Reading**

**1. 007.0230 Bullying and Hazing**

Member Massey reported meeting as a Board with newly hired Business Administrator, Troy Timothy, to review the Board's long-term goals. In the recent Finance Committee meeting, discussions included enrollment trends, with projections showing a decrease of approximately 260 students next year. He noted the senior loss between junior and senior years was surprising. While some enrollment gains came from Terra, overall numbers remain down, and budgets will reflect these changes. Additional data pending from the Nutrition Department will add insight. School Fees were discussed again, with updates noting that curricular and co-curricular fees have been consolidated for simplicity. Fundraising is no longer classified as a fee, helping to clarify related revenues. Pending legislation will determine what fees will look like in future years. The preschool contract remains on budget, with no significant issues reported. Property transactions were reviewed, including the consolidation of small parcels and the sale of several properties. These actions generated funding to acquire a larger, more valuable and usable property. This was made possible, in part, by a generous contribution from H&B Investments, who sold a parcel to the District well below market value. Member McClellan inquired about the state appropriation of approximately \$45 million to go towards the 41 districts to offset fees, and the Superintendent confirmed this is still under discussion.

Member McClellan praised the new District website before noting that all policy committee items had already been discussed. She reported on behalf of the Uintah Schools Foundation that \$9,200 was distributed to students in December through Quarters for Christmas and the Larry H. Miller Foundation. Teachers of Excellence nominations are now open, and the State of the District is scheduled for February 25. From UBTEch, there were no significant updates, but the focus remains on the upcoming legislative session, where higher education funding is at risk. Member McClellan also shared USBA updates, celebrating four Board members who completed Master Board Certification. She is looking forward to the USBA session this weekend, highlighting a breakout session titled "All Systems Go: Leveraging Well-Aligned Systems to Support Student Learning," where Uintah School District representatives will present. She mentioned a potential numbering designation change from USBA Region 19 to USBA Region 5, due to Salt Lake School District going from a single district USBA Region to a Multi-USBA Region. This change requires a vote by the full Utah School Boards Association body and will take place at the Annual USBA Meeting this Thursday - Saturday. Member McClellan provided an update on her work with the USBA Advocacy Committee, focusing on the Press Pause Campaign, which urges legislators to reduce the volume of new education-related bills. The campaign addresses the burdens placed on district resources, including 128 new rules, 27 new programs, and 26 new reporting requirements.

Member Maynard reported no updates from Risk Control.

Vice President McKee provided updates on policy work, noting that the Acceptable Use Policy, with separate teacher and student portions, will return in February, while the Sexual Harassment Policy will return in March. Facilities updates included progress on gas tank removal permits, though no dates have been set. Progress on the UMS blue buildings is stalled due to a gas line needing rerouted, and architects are working on parking lot designs for the former DO site near Vernal Middle School. The Maeser property was discussed and will be revisited in a Closed Session. An offer on the Glines property was made but is contingent on resolving water issues and will not be considered at this time.

There was no further discussion.

**Uintah School District  
Board of Education  
Uintah County, Utah**

**Business Meeting Pending Meeting Minutes**

These meeting minutes are “pending minutes” as that term is used in Utah Code Annotated section 52-4-203. That means the Uintah School District Board of Education has not yet approved them and they are subject to change until the Board approves them.

**Date:** January 8, 2025  
**Time:** 6:00 p.m. – 7:06 p.m.  
**Location:** 826 South 1500 East, Naples, Utah

**Board Members Present:**

- Dave Chivers, President
- Tawnya McKee, Vice President
- Robin McClellan
- Todd Massey
- Denise Maynard
- Wilson Liesik, Student Board Representative

**Executive Staff Present:**

- Dr. Rick Woodford, Superintendent
- Kim Barnhurst, Interim Business Administrator, CFO

**1. Introduction**

**A. Welcome/Call to Order**

Dr. Rick Woodford welcomed the audience, and President Chivers called the meeting to order at 6:00 p.m.

**B. Reverence**

The reverence was offered by Troy Timothy.

**C. Pledge of Allegiance**

Ethan Cox led the Pledge of Allegiance.

**D. Student Board Member Report**

President Chivers introduced Uintah High School student Board member, Wilson Liesik, to share news from the High School. Wilson reported on UHS achievements and events, including a \$7,900 fundraiser for a teacher in need, DECA placements, swim and basketball team wins, and

attributed her kindergarten team's dramatic success to her amazing teachers and having full-day kindergarten. There was no further discussion.

**G. Patron Input**

No items have been received in accordance with Board Policy 002.0720.

**2. Business/Action Items**

**A. Swearing in of Business Administrator**

President Chivers introduced D. Troy Timothy, newly hired Business Administrator for Uintah School District. Mr. Timothy was sworn into this role by Judge Greg Lamb and invited to join the Board for the remainder of the meeting. Dr. Woodford welcomed Troy to Team Uintah.

**B. Election of Board President and Board Vice-President (Elected Every Two Years)**

President Chivers solicited nominations for School Board President, as customarily done every two years in the January Board Meeting. Tawnya McKee nominated Dave Chivers as President. Dr. Woodford reminded the Board that they can nominate themselves. There were no other nominations, and Mr. Timothy declared the ballot closed.

President Chivers then asked for nominations for Board Vice President. Member Massey nominated Tawnya McKee, and there were no other nominations, closing the ballot for Vice President.

Dave Chivers was elected as School Board President, and Tawnya McKee was elected School Board Vice President for another two-year term.

**C. Consent Calendar**

- 1. Minutes (December 11, 2024 Work Session and December 11 2024, Business Meeting)**
- 2. Contracts Needing Board Approval**
- 3. Monthly Board Financial Update**

Member Maynard made the following motion: "I motion to approve the consent calendar, including minutes from the December 11, 2024 Work Session and Business Meeting, and the Monthly Board Financial Update. Member McClellan seconded. The motion passed unanimously.

*the Hill* and the School Board Conference, providing logistics for associated travel. When asked if certain days of *Day on the Hill* were more beneficial, Member McClellan emphasized that all events offer valuable opportunities to engage with fellow boards and local representatives. Dr. Woodford offered input and encouraged the Board's participation. President Chivers confirmed with Principal Labrum that he would attend Davis Elementary's Community Council meeting on February 5th.

**D. Superintendent and/or Board President Follow-Up or Clarification on Items Discussed During the Meeting**

President Chivers invited the other Board members, Dr. Woodford, Kim Barnhurst, and Troy Timothy to share their final thoughts before offering his own parting remarks. Both President Chivers and Dr. Woodford took a moment to express their sincere appreciation to Controller and Interim Business Administrator Kim Barnhurst for her 30 years of dedicated service to the District. Her commitment and contributions have greatly impacted the District, and her retirement marks the end of an era of outstanding service. Troy Timothy expressed gratitude for the warm welcome he received. Dr. Woodford added his sincere thanks to our hardworking and skillful teachers.

**4. Adjournment**

**A. Meeting Adjourned**

President Chivers entertained a motion to adjourn. Member Massey made a motion, and Member Maynard seconded. The motion carried unanimously, and the meeting was adjourned at 7:06 p.m.

DATE: **January 8, 2025**

|                     |                                |     |                |
|---------------------|--------------------------------|-----|----------------|
| Jonathan McKeachnie | Boys Basketball Team Assistant | UHS | \$1000 Stipend |
| Johnathon Topham    | Boys Basketball Team Assistant | UHS | \$500 Stipend  |
| Jared Calder        | Boys Soccer Team Assistant     | UHS | \$500 Stipend  |

DRAFT



*"We inspire students to reach their full individual potential."*

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*Board of Education*

**Dave Chivers**, President • **Tawnya McKee**, Vice President  
**Todd Massey**, Member • **Denise Maynard**, Member • **Robin McClellan**, Member

**Memorandum**

**To:** Dave Chivers, President  
Tawnya McKee, Vice President  
USD Board Members

**From:** Troy Timothy, Business Administrator

**Cc:** Rick Woodford, Superintendent  
Shawwna Muhme, Superintendent Secretary

**Date:** February 7, 2025

**Re:** Monthly Board Financial Update – January 2025

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**Recommendation:** I recommend that the Board approve the Monthly Board Financial Update for January 2025.

**Background (rationale):**

- Each month, the Business Administrator must present to the Board a monthly financial packet. Included in this month's packet are the following reports:
  - Revenues and expenditures by fund, year to date, through January 31, 2025;
  - Year-over-year Fund 10 comparison (FY24 & FY25) as of January 31, 2025;
  - FY25 year-to-date capital outlay spreadsheet update as of January 31, 2025;
  - District-wide regular payroll register for January 2025;
  - District-wide AP January 2025 check register;
  - UHS January 2025 check register; and
  - Donations to UHS through January 31, 2025.

**Policy Implications:** None.

**Motion:** This item will be listed under the Consent Calendar for approval.

**Dr. Rick Woodford**, Superintendent • **D. Troy Timothy, M.B.A.**, Business Administrator  
826 South 1500 East • Naples, UT 84078  
435.781.3100 • 435.781.3107 fax  
[www.uintah.net](http://www.uintah.net)

Revenues and Expenditures by Fund, YTD, Through January 31, 2025

| Fund                          | Revenues          |                  |                  | Expenditures      |                  |                 |                  |
|-------------------------------|-------------------|------------------|------------------|-------------------|------------------|-----------------|------------------|
|                               | Adj Budget        | Amount           | Balance          | Adj Budget        | Amount           | Encumbrance     | Balance          |
| 10 - MAINTENANCE & OPERATIONS | 82,745,383.75     | 53,930,686.68    | 28,814,697.07    | 85,311,687.51     | 36,829,180.46    | 1,062,823.87    | 47,419,683.18    |
| 20 - FOUNDATION               | 100,000.00        | 0.00             | 100,000.00       | 100,000.00        | 0.00             | 0.00            | 100,000.00       |
| 21 - SCHOOL ACTIVITY          | 1,869,706.34      | 787,874.71       | 1,081,831.63     | 1,869,706.34      | 689,713.95       | 0.00            | 1,179,992.39     |
| 26 - CDARDA                   | 795,000.00        | 0.00             | 795,000.00       | 795,000.00        | 0.00             | 0.00            | 795,000.00       |
| 31 - DEBT SERVICE             | 3,261,250.00      | 3,165,131.68     | 96,118.32        | 3,261,250.00      | 3,258,750.00     | 0.00            | 2,500.00         |
| 32 - CAPITAL OUTLAY           | 8,945,341.00      | 8,635,538.68     | 309,802.32       | 25,707,481.23     | 13,647,227.06    | 1,553,011.31    | 10,507,242.86    |
| 49 - SCHOOL FOOD SERVICES     | 3,211,914.07      | 1,402,112.72     | 1,809,801.35     | 3,612,000.84      | 1,830,560.02     | 460,368.32      | 1,321,072.50     |
| Totals:                       | \$ 100,928,595.16 | \$ 67,921,344.47 | \$ 33,007,250.69 | \$ 120,657,125.92 | \$ 56,255,431.49 | \$ 3,076,203.50 | \$ 61,325,490.93 |

| Fund                          | Adj Budget Difference | Amount Difference |
|-------------------------------|-----------------------|-------------------|
| 10 - MAINTENANCE & OPERATIONS | -2,566,303.76         | 16,038,682.35     |
| 20 - FOUNDATION               | 0.00                  | 0.00              |
| 21 - SCHOOL ACTIVITY          | 0.00                  | 98,160.76         |
| 26 - CDARDA                   | 0.00                  | 0.00              |
| 31 - DEBT SERVICE             | 0.00                  | -93,618.32        |
| 32 - CAPITAL OUTLAY           | -16,762,140.23        | -6,564,699.69     |
| 49 - SCHOOL FOOD SERVICES     | -400,086.77           | -888,815.62       |
| Totals                        | \$ (19,728,530.76)    | \$ 8,589,709.48   |



*"We inspire students to reach their full individual potential."*

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*Board of Education*

**Dave Chivers**, President • **Tawnya McKee**, Vice President • **Todd Massey**, Member  
**Denise Maynard**, Member • **Robin McClellan**, Member

## Memorandum

**To:** Dave Chivers, President  
Tawnya McKee, Vice President  
USD Board Members

**From:** Christy Nerdin, Director of Secondary Ed

**Cc:** Dr. Rick Woodford, Superintendent  
Shawnna Muhme, Superintendent Secretary

**Date:** February 12, 2025

**Re:** [Vernal Middle School Land Trust Plan](#) Amended

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Recommendation: Approve Vernal Middle School's amended School Land Trust plan.

Background (rationale): The amended plan now includes using School Land Trust funds for teacher preparation (prep) period pay. This change was approved by the Vernal Middle School Community Council on January 2, 2025, 6 in favor 2 absent.

Policy Implications: None

Personnel Implications: Once approved, School Land Trust funds will be used to pay prep periods for specific teachers.

Facility Implications: None

Financial/Budget Implications: Approval of this plan will impact the School Land Trust budget, as funds will be used to compensate teachers for prep periods.

Motion:

### Goal #1

Students in Vernal Middle School will score above State average in proficiency in all areas on the Spring 2025 State assessments.

### Academic Area

- English/Language Arts
- Mathematics
- Science

### Measurements

Success in this goal will be measured by comparing our results on the 2023, 2024, and 2025 RISE summative assessments to each other and to the State average.

### Allotment

\$146,172.54

### Action Steps

1. Hire a full-time Instructional Coach to assist teachers in implementing best practices and professional development initiatives. The School District is funding a large portion of this position. (\$35,270)
2. Hire core content teachers (ELA, Reading, Math, Science) and pay for teacher prep periods to provide students with more access to core curriculum and to balance class sizes. (\$94,000)
3. Hire instructional and behavioral intervention aides to provide targeted support to students in content areas. (\$10,000)
4. Provide a stipend, as per the District Miscellaneous Salary Schedule, for members of the School Transformation Team for additional time and responsibilities, including PLC development, analyzing data, reading extra materials, and facilitating professional development and faculty meetings. (\$6,000)
5. Purchase curriculum resources and classroom supplies, including student and classroom technology, software, hardware, interactive presentation boards, and personalized adaptive learning programs, including, but not limited to, Moby Max, Read180/Code, Lexia Core, ALEKS math, and Edulastic. (\$900)

in the school, students will be influenced to take pride in their work and be actively engaged in learning. We will use funding for faculty and staff recognitions and for event supplies including food items during training meetings and professional development activities.

**Supports for TSI & ATSI**

Provide additional resources and learning opportunities for students in TSI and ATSI designated subgroups including tutoring, curriculum resources, and applications.

**Student and Classroom Technology and Supplies**

Provide funding for student and classroom technology and supplies to facilitate student engagement in the curriculum. This may include software and hardware such as interactive presentation boards.



*Board of Education*

**Dave Chivers**, President • **Tawnya McKee**, Vice President • **Todd Massey**, Member  
**Denise Maynard**, Member • **Robin McClellan**, Member

## Memorandum

**To:** Dave Chivers, President  
Tawnya McKee, Vice President  
USD Board Members

**From:** Christy Nerdin, Director of Secondary Education

**Cc:** Dr. Rick Woodford, Superintendent  
Shawna Muhme, Superintendent Secretary

**Date:** February 12, 2025

**Re:** First Reading of School Fee Policy 007.0505 (Substitute)

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**Recommendation:** Approve on 1st Reading

**Background (rationale):** The School Fee Policy is to be brought to the School Board and approved before April 1, each year. This year's submission is a substitute policy due to the many legislative changes regarding fees over the past two years.

**Policy Implications:** Substantial changes to the existing policy necessitate the creation of a substitute policy.

**Personnel Implications:** Personnel who teach courses that have charged fees in the past may no longer be able to do so, however this should not affect staffing or positions.

**Facility Implications:** None

**Financial/Budget Implications:** The new school fees policies limiting fees for core content, curricular, and co-curricular activities—except for instructional equipment, supplies, driver's education, musical instrument rental, and school activity clothing—will have significant budget implications for secondary education including:

- Loss of revenue from student fees previously used for lab materials, competitions, field trips, and co-curricular activities (e.g., band, choir, debate).
- The district will need to cover the costs of these programs, placing additional strain on financial resources.
- Greater reliance on district and state funding to sustain activities and opportunities.

**Motion:** 1<sup>st</sup> Reading

- 2.2.3.5 or money or another item of monetary value raised by a student or the student's family through fundraising.
- 2.3 Fundraiser:
  - 2.3.1 An activity or event provided, sponsored, or supported by a school that uses students to generate funds to raise money to:
    - 2.3.1.1 provide financial support to a school or any of the school's classes, groups, teams, programs; or
    - 2.3.1.2 benefit a particular charity or other charitable purposes.
  - 2.3.2 A Fundraiser may include:
    - 2.3.2.1 the sale of goods or services,
    - 2.3.2.2 the solicitation of monetary contributions from individuals or businesses; or
    - 2.3.2.3 other lawful means or methods that use students to generate funds.
  - 2.3.3 A Fundraiser does not include an alternative method of raising revenue without students. (i.e., donations, booster club funding)
  - 2.3.4 Fundraisers are not considered fees.
- 2.4 Group Fundraiser: A fundraising activity where the money raised is used for the benefit of the group, team, or organization.
- 2.5 Individual Fundraiser: A fundraising activity where money is raised by each individual student to pay the individual student's fees.
- 2.6 Provision in lieu of fee means an alternative to fee payment.
  - 2.6.1 Provision in lieu of fee may include a plan under which fees are paid in installments or under some other delayed payment arrangement or service in lieu of fee payment agreement.
- 2.7 Instructional Equipment or Supplies:
  - 2.7.1 An activity, course, or program-related supply, tool, or instrument that:
    - 2.7.1.1 is required for a student to use as part of an activity, course, or program in a secondary school;
    - 2.7.1.2 typically becomes the property of the student upon exiting the activity, course or program; and
    - 2.7.1.3 is subject to fee waiver.
  - 2.7.2 Instructional equipment may include, but is not limited to:
    - 2.7.2.1 musical instruments: such as a flute, trumpet, or violin.
    - 2.7.2.2 cameras: including digital cameras or video recording devices.
    - 2.7.2.3 medical instruments: for example, a stethoscope or blood pressure cuff.
    - 2.7.2.4 sports equipment: items like a baseball bat, tennis racquet, or football helmet.
    - 2.7.2.5 instructional equipment does not include school equipment.
  - 2.7.3 Instructional supplies may include, but are not limited to:
    - 2.7.3.1 art materials: such as clay for ceramics projects or beads for jewelry making, especially when the finished product becomes the property of the student.
    - 2.7.3.2 textiles: fabrics and sewing materials used in fashion design or home economics classes.
    - 2.7.3.3 technical supplies: components for building circuits in electronics classes or wood for carpentry projects.

- not enrolled in the class or activity in question and have a high probability of regular use in other than school-sponsored activities.
- 2.12.2 Student supplies include pencils, papers, notebooks, crayons, scissors, basic clothing for healthy lifestyle classes, and similar personal or consumable items a student retains ownership of.
- 2.12.3 Student supplies do not include items such as the foregoing for which specific requirements such as brand, color, or a special imprint are set to create a uniform appearance unrelated to basic function.
- 2.13 Textbook:
  - 2.13.1 instructional material necessary for participation in an activity, course, or program, regardless of the material's format.
  - 2.13.2 textbook includes: a hardcopy book or printed pages of instructional material, including a consumable workbook.
  - 2.13.3 computer hardware, software, or digital content.
  - 2.13.4 textbook does not include instructional equipment or instructional supplies.
- 2.14 Waiver: release from the requirement of payment of a fee and any provision in lieu of fee payment.

### **3.0 STANDARDS**

- 3.1 Elementary Classes and Activities During the Regular School Day
  - 3.1.1 No fee may be charged for any class or activity to elementary school students for materials, textbooks, supplies, or any class, activity, assembly, or field trip. Student supplies must be provided for elementary school students. An elementary school student or his or her parent(s) may, however, be required to replace supplies provided by the school that are lost, wasted, or damaged by the elementary school student due to careless or irresponsible behavior.
    - 3.1.1.1 An elementary school or elementary school teacher may compile and provide to a student's parent or guardian a suggested list of supplies for use during the regular school day so that a parent or guardian may furnish on a voluntary basis those supplies for student use. A list provided to a student's parent or guardian must include and be preceded by the following language:
 

“NOTICE: THE ITEMS ON THIS LIST WILL BE USED DURING THE REGULAR SCHOOL DAY. THEY MAY BE BROUGHT FROM HOME ON A VOLUNTARY BASIS; OTHERWISE, THEY WILL BE FURNISHED BY THE SCHOOL.”
    - 3.1.1.2 Donations or contributions requested on forms provided to parents or guardians of elementary school students must clearly state that they are entirely voluntary and not required for participation in any activity or class.
- 3.2 Secondary Classes and Activities During the Regular School Day
  - 3.2.1 No secondary student fee may be charged for a curricular activity or a co-curricular activity that is required for the instruction of established core standards, and that is not an elective except for instructional equipment or supplies, a driver's education course, a music instrument rental or school

when fees become due. Copies of the schedules and waiver policies shall be included with all registration materials provided to potential or continuing students.

- 3.4.4 No present or former student may be denied receipt of transcripts or a diploma for failure to pay school fees. A reasonable charge may be made to cover the cost of duplicating or mailing transcripts or other school records. No charge may be made for duplicating or mailing copies of school records to an elementary or secondary school in which the student is enrolled or intends to enroll. The district may use reasonable means to collect unpaid fees.
- 3.4.5 To preserve equal opportunity for all students and to limit the diversion of money and school and staff resources from the basic school program, the district's fee policies shall be designed to limit student expenditures for school-sponsored activities, including expenditures for activities, uniforms, clubs, clinics, travel, and subject-area and vocational leadership organizations, whether local, state, or national.
- 3.4.6 Donations or contributions may be solicited and accepted in accordance with the district's policies, but all such requests must state that donations and contributions are voluntary. A donation is a fee if a student must make a donation in order to participate in an activity.
- 3.4.7 In the collection of school fees, the district must comply with statutes and State Tax Commission rules regarding the collection of state sales tax.
- 3.4.8 As part of the District's Fee-setting process, the district shall establish a per-student annual maximum fee amount that the district's schools may charge a student for the student's participation in all courses, programs, and activities provided, sponsored, or supported by a school for the year. The per-student annual maximum fee amount is determined annually. (See fee schedule)
- 3.4.9 The District shall establish:
  - 3.4.9.1 a maximum fee amount per student for each activity; and
  - 3.4.9.2 a maximum total aggregate fee amount per student per school year.
- 3.4.10 The amount of revenue raised by a student through an individual fundraiser shall be included as part of the maximum fee amount per student for the activity and maximum total aggregate fee amount per student.

### 3.5 Waivers

- 3.5.1 To ensure that no student is denied the opportunity to participate in a class or school-sponsored or supported activity because of an inability to pay a fee, the Board hereby provides for adequate waivers or other provisions in lieu of fee waivers.
- 3.5.2 The principal, or designee, in each school is responsible to administer the policy and grant the waivers.
- 3.5.3 The process for obtaining waivers or pursuing alternatives must be administered fairly, objectively, and without delay to avoid stigma and unreasonable burdens on students and parents.
- 3.5.4 Students who have been granted waivers or provisions in lieu of fee waivers shall not be treated differently from other students or identified to persons who do not need to know.

reconsideration, the applicant may appeal in writing to the Superintendent or the Superintendent's designee. The Superintendent or the Superintendent's designee shall meet with the applicant to discuss the application. The Superintendent or the Superintendent's designee shall then have ten days to give a written decision to the applicant. If the applicant is not satisfied with the decision of the Superintendent, the applicant may appeal in writing directly to the Board.

- 3.5.13 Any requirement that a given student pay a fee is suspended during any period in which the student's eligibility for waiver is being determined or during which a denial of waiver is being appealed.
- 3.5.14 The Board hereby provides for balancing of financial inequities among District schools if the granting of waivers and alternatives to waivers produces significant inequities through unequal impact on individual schools.
- 3.5.15 Expenditures for uniforms, costumes, clothing, and accessories, if other than typical student dress, which are required for participants in choirs, pep clubs, athletic teams, bands, orchestras, and other student groups, and expenditures for student travel as part of a school team, student group, or other school-approved trips, are fees requiring approval of the Board.
- 3.5.16 The requirements of waivers and availability of other provisions in lieu of fee waivers do not apply to charges assessed pursuant to a student's damaging or losing school property. Schools may pursue reasonable methods for obtaining payment for such charges but may not exclude students from school or withhold transcripts or diplomas to obtain payment of those charges.
- 3.5.17 Charges for class rings, letter jackets, yearbooks, and similar articles not required for participation in a class or activity are not fees and are not subject to the waiver requirements of this policy.
- 3.5.18 A charge for college credit related to the successful completion of a concurrent enrollment class or an advanced placement examination is not subject to the waiver requirements of this policy.

### 3.6 Fee Waiver Reporting

- 3.6.1 The District shall collect the following information, which may be requested by the Superintendent as part of the Superintendent's monitoring of the district school fees practices:
  - 3.6.1.1 the number of students in the district given fee waivers;
  - 3.6.1.2 the number of students who worked in lieu of a waiver;
  - 3.6.1.3 the number of students denied fee waivers; and
  - 3.6.1.4 the total dollar value of student fees waived by the District; and
  - 3.6.1.5 the total dollar amount of all fees charged to students within all schools within the district.

- 3.6.2 The District shall submit school fee revenue information in the Utah Public Education Financial System as provided in Rule R277-113.

### 3.7 Individual and Group Fundraising Requirements

- 3.7.1 This subsection is subject to policies 004.0610, "Fundraising and Donations: School Sponsored Activities," and 004.0611, "Fundraising and Donations: Private and Non-School-Sponsored Activities and Fundraising."

4.1 Extracurricular fees are supplemented with individual and group Fundraiser opportunities for all students in order to lower the out-of-pocket amount for students. A complete accounting of projected expenditures may be reviewed on the District's webpage. Per-student Annual Maximum Fee amount for SY 2025-2026 is: \$ 4,600

|                                            | Middle Schools<br>6 <sup>th</sup> -8 <sup>th</sup> | UHS 9 <sup>th</sup> -12 <sup>th</sup><br>AVEC |
|--------------------------------------------|----------------------------------------------------|-----------------------------------------------|
| <b>General Registration</b>                |                                                    |                                               |
| Activity Fee                               |                                                    | \$ 25                                         |
| Yearbook                                   |                                                    | \$60                                          |
| <b>AVEC/Adult Ed</b>                       |                                                    |                                               |
| Activity Fee                               |                                                    | \$25                                          |
| Adult Ed Enrollment Fee                    |                                                    | \$75                                          |
| Adult Ed Packet Fee                        |                                                    | \$20                                          |
| ESL Adult Enrollment (per enrollment)      |                                                    | \$50                                          |
| ESL Preschool and Daycare (per enrollment) |                                                    | \$20                                          |
| ESL Books                                  |                                                    | \$35                                          |
| GED Testing Full                           |                                                    | \$144                                         |
| GED Test Fee (sub test)                    |                                                    | \$36                                          |
| GED Re-Take Fee (sub test)                 |                                                    | \$10                                          |
| GED Prep Students                          |                                                    | \$20                                          |
| Lost or Unreturned Packet Fee              |                                                    | \$5                                           |
| Re-enrollment Fee for Adult Ed             |                                                    | \$20                                          |
| <b>Driver Education</b>                    |                                                    |                                               |
| Driver Education Fee (Behind the Wheel)    |                                                    | \$200                                         |
| Online Driver Education Fee                |                                                    | \$260                                         |
| Driver Education (Retake)                  |                                                    | \$60                                          |
| <b>Fine Arts</b>                           |                                                    |                                               |
| Art                                        | \$10                                               | \$25                                          |
| Band Classes                               | \$35                                               |                                               |
| Ceramics                                   | \$10                                               |                                               |
| Crafts/3D Design                           |                                                    | \$20                                          |
| Drawing I                                  |                                                    | \$7                                           |
| Drawing II                                 |                                                    | \$25                                          |
| Jewelry Making                             |                                                    | \$30                                          |
| Painting I                                 |                                                    | \$35                                          |
| Painting II                                |                                                    | \$35                                          |
| <b>CTE</b>                                 |                                                    |                                               |
| Aquaculture                                |                                                    | \$20                                          |
| Engineering Technology Courses             | \$10                                               | \$20                                          |
| CTE/STEM per course offering               | \$10                                               |                                               |
| Design and Modeling                        | \$5                                                |                                               |

|                                   |                               |                                                             |
|-----------------------------------|-------------------------------|-------------------------------------------------------------|
| Orchestra                         | <u>\$35</u>                   | <u>\$480</u>                                                |
| Theater Production                | <u>\$50</u>                   | <u>\$100</u>                                                |
| Musical Production                |                               | <u>\$450</u>                                                |
| All State Choir                   |                               | <u>\$250</u>                                                |
| General Choir                     |                               | <u>\$27</u>                                                 |
| Honor Choir                       | <u>\$35</u>                   | <u>\$200</u>                                                |
| Luminosa (Women's Choir)          |                               | <u>\$125</u>                                                |
| State Solo Ensemble               |                               | <u>\$220</u>                                                |
| Region Solo Ensemble              |                               | <u>\$80</u>                                                 |
| SoVoce (Mixed Choir)              |                               | <u>\$260</u>                                                |
| Virsonum (Men's Choir)            |                               | <u>\$125</u>                                                |
| Polyphony                         |                               | <u>\$585</u>                                                |
| Spring Mini Tour                  |                               | <u>\$220</u>                                                |
| <b>Club Fees</b>                  |                               |                                                             |
| Art Club                          |                               | <u>\$20</u>                                                 |
| Cornhole Club                     |                               | <u>\$ 60</u>                                                |
| DECA Dues                         |                               | <u>Club Only</u><br><u>\$775</u><br><u>Nationals \$2400</u> |
| FBLA Dues                         |                               | <u>Club Only</u><br><u>\$310</u><br><u>Nationals \$1500</u> |
| FCCLA/FACS                        |                               | <u>Club Only</u><br><u>\$580</u><br><u>Nationals \$2052</u> |
| FFA Dues                          |                               | <u>Club Only \$465</u><br><u>Nationals \$1605</u>           |
| Honor Society                     |                               | <u>\$20</u>                                                 |
| Hope Squad                        |                               | <u>\$30</u>                                                 |
| Math Club                         |                               | <u>\$100</u>                                                |
| Pickleball Club                   |                               | <u>\$1160</u>                                               |
| Science Club Dues                 | <u>\$10</u>                   |                                                             |
| Science Fair                      | <u>\$40 + Cost of Project</u> |                                                             |
| Sewing Club                       | <u>\$20</u>                   |                                                             |
| Strength Club                     |                               | <u>\$82</u>                                                 |
| Student Council                   | <u>\$50</u>                   | <u>Club Only</u><br><u>\$630</u><br><u>Nationals \$1500</u> |
| TSA/Robotics Club                 |                               | <u>Club Only</u><br><u>\$945</u><br><u>Nationals \$1800</u> |
| Thespian Society Initial Member   |                               | <u>\$35</u>                                                 |
| Thespian Society Returning Member |                               | <u>\$15</u>                                                 |
| ESports Club                      |                               | <u>\$250</u>                                                |

|                            |                          |                                                                                                            |
|----------------------------|--------------------------|------------------------------------------------------------------------------------------------------------|
|                            | Second Student Breakfast | An amount equal to the federal reimbursement for free student breakfast, rounded up to the nearest 5 cents |
|                            | Adults                   | An amount equal to the federal reimbursement for free student breakfast, rounded up to the nearest 5 cents |
| <b>Lunch</b>               | Elementary               | \$2.10                                                                                                     |
|                            | Secondary 6-8            | \$2.30                                                                                                     |
|                            | Secondary 9-12           | \$2.50                                                                                                     |
|                            | Second Student Lunch     | An amount equal to the federal reimbursement for free student lunch, rounded up to the nearest 5 cents     |
|                            | Adults                   | An amount equal to the federal reimbursement for free student lunch, rounded up to the nearest 5 cents     |
| <b>Snacks After School</b> | Students                 | \$1.00                                                                                                     |
|                            | Adults                   | \$1.15                                                                                                     |

**\*\*Note: Exceptions for UHS Schedule Changes (after school starts) Schedule changes at UHS at no cost to the student:**

- 1. Student fails course and/or is not recommended to continue.**
- 2. Illness or injury prevents participation.**
- 3. Student is placed inappropriately.**
- 4. Course is overcrowded or cancelled.**
- 5. Student needs to add to an incomplete schedule.**

Depending on the number of activities and types of classes a student participates in; i.e., region, state, nationals, etc., the maximum annual cost for participation in the activities listed above could be up to \$4,210. Out-of-pocket expenses will be less if students participate in fundraising opportunities.

*Board of Education*

**Dave Chivers**, President • **Tawnya McKee**, Vice President • **Todd Massey**, Member  
**Denise Maynard**, Member • **Robin McClellan**, Member

## Memorandum

**To:** Dave Chivers, President  
Tawna McKee, Vice President  
USD Board Members

**From:** Mindy Merrell, Support Services Director

**Cc:** Dr. Rick Woodford, Superintendent  
Shawna Muhme, Executive Secretary

**Date:** February 10, 2025

**Re:** Policy 010.0600

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Recommendation: Approve Policy 010.0600 Acceptable Use Policy for Electronic Device Use and Network Access on second reading.

Background (rationale): There have been changes to how users connect to the District Wi-Fi. These updates are necessary to comply with federal requirements under the Child Internet Protection Act (CIPA) which mandates content filtering for student safety. While reviewing the policy, we noticed several other sections that were outdated and non-compliant.

Policy Implications: None

Personnel Implications: None

Facility Implications: None

Financial/Budget Implications: None

Motion: Motion to approve Policy 010.0600 Acceptable Use Policy for Electronic Device Use and Network Access on second reading.

would disrupt network use by others. Use electronic mail appropriately (i.e. no sales, advertisements or solicitations, etc.). E-mail is not guaranteed to be private. Everyone on the system has potential access to mail. Messages relating to or in support of illegal or inappropriate activities must be reported to the appropriate building principal/supervisor or systems administrator.

- 5.0 Access logs and information will be maintained when possible, and may be used to determine when inappropriate sites are accessed or distributed within the Uintah School District.
- 6.0 Users of Uintah School District owned electronic device and /or network services are part of a non-private system. Any information maintained on district provided equipment is subject to review by district/school officials. This inspection may include, but is not limited to, electronic mail, Internet access, file storage and transfer. ~~Users should use good judgment in the information they maintain. Electronic device network users shall take all reasonable steps to promote the efficient use of electronic device networks and use all practical measures to conserve time and storage space in their use of these resources.~~
- 7.0 The Uintah School District recognizes that sites exist on the Internet that contain illegal, indecent, defamatory, inaccurate or offensive material. These sites are not in keeping with the educational goals and objectives of the district and should not be accessed. Users are responsible for what is knowingly accessed, stored, and viewed. Any inappropriate material should immediately be reported to the appropriate building principal/supervisor or system administrator.
- 8.0 Network services and electronic devices should be used within the bounds of existing district policy with regard to conducting personal business during school or work hours.
- 9.0 ~~Employees who need to remove an electronic device and/or equipment from a school or district building shall complete and submit to the administrator of the building the Uintah School District Office of Educational Technology Computer Check-Out/Check-In Form. Employees assume financial responsibility for equipment removed from district property.~~
- 10.0 ~~Do not use another individual's account.~~ Only the authorized owner of the account shall use his/her account. Account owners are ultimately responsible for all activity under their account. **Account usernames and passwords must never be shared or given to another user.**
- 11.0 Use of a district electronic device and/or network, whether on or off school premises, for purposes that are illegal, inappropriate, or obscene or to access materials that are illegal, inappropriate or obscene, or in support of such activities is prohibited. **Use of any electronic device or network on or off school premises for purposes that are illegal as defined by federal, state or local law or deemed inappropriate is prohibited. Such activities may include, but not limited to:**

graphic or textual depictions of sexually explicit activities.

11.2.11 Formatting, wiping, scrubbing, using factory restoration utilities, or the use of any other software or hardware to hide or remove inappropriate use or content on district owned devices.

12.0 Uintah School District shall be the final authority on the use of the network and the issuance of public education user accounts.

13.0 VIOLATIONS-Any violation of district policy and rules may result in:

~~13.1~~ Loss of district provided electronic device use and/or access to the internet/network.

~~13.2~~ Disciplinary action in accordance with the due process procedures outlined in the Orderly Termination Policy for District Employees.

~~13.3~~ Legal action.

~~13.4~~ Revocation of Certification from the Utah State Office of Education.

14.0 ~~DISCLAIMER The Uintah School District makes no warranties of any kind whether expressed or implied, for the service it is providing. Uintah School District will not be responsible for any damages you suffer while on this system. These damages may include but are not limited to: loss of data as a result of delays, non-deliveries, mis-deliveries, or service interruptions caused by the system or your error or omissions. Use of any information obtained via the information system is at your own risk. Uintah School District specifically denies any responsibility for the accuracy of information obtained through electronic information resources.~~

15.0 GUIDELINES FOR STUDENT ACCOUNTS

~~15.1~~ Students may be granted an account for up to one academic year at a time provided that they:

15.1.1 Read and agree to follow all guidelines outlined in the Acceptable Use Policy. This agreement is formalized through their signature on the acceptable use agreement form.

15.1.2 Obtain the signature of a parent or legal guardian on the acceptable use agreement form regardless of age.

~~15.2 Teachers are obligated to directly teach the students in proper network use and supervise them regarding the Acceptable Use Policy.~~

~~15.3~~ No student shall use another user's log-on credentials, including username and

~~16.7—No district-owned academic or productivity software can be installed on personal devices.~~

~~16.8—Students may not attempt to use any software, utilities or other means to access Internet sites or content blocked by school-district Internet filters.~~

~~16.9—Use of technology devices on Buses: Technology device usage by students while riding to and from school on the bus, or on the bus during school-sponsored activities is at the discretion of the bus driver. Distracting behavior that creates an unsafe environment will not be tolerated. All USD policies regarding allowable content and appropriate usage apply while riding on a district bus or any vehicle belonging to the district or under district supervision.~~

~~16.10—Consequences of General Use: Violation of school or district policies, local, state and/or federal laws while using a personal electronic device on the Uintah School District wireless network will result in appropriate disciplinary and/or legal action as specified in the Student Handbook and Conduct Code, School Board policy as well as by local, state and/or federal law.~~

~~16.11—Privately Owned Electronic Device Security Risks: Laptops and other portable electronic devices are vulnerable to loss and theft. These devices should be engraved or otherwise permanently marked with owner information. Students and parents who choose to allow their children to bring privately owned electronic devices on school property must assume total responsibility for these devices and be aware of all risks. If a privately owned electronic device is stolen, this must be reported to a building administrator immediately. Per Uintah School District policy, the school district will not accept responsibility for loss, damage, theft, damage or non-working of personal property. Laptops and all other personal electronic devices that are lost, stolen, or damaged are the responsibility of the student and their parents or guardians. The school district and school district personnel are not responsible for repair, correction, troubleshooting, or malfunctioning of personal hardware or software.~~

~~16.12—Uintah School District reserves the right to confiscate and examine a privately owned electronic device and search its contents if there is reason to believe that school district policies or local, state and/or federal laws have been violated.~~

16. In order to maintain compliance with the Children's Internet Protection Act (CIPA), Uintah School District is required to filter and block Internet all content which is considered to be : (a) obscene; (b) child pornography; or (c) harmful to minors (for computers that are accessed by minors). For more information related to CIPA requirements, see policy 010.0605.

16.1 Any and all devices connected to the district network must have district owned security measures installed which must be capable of:

- Internet content filtering

ownership rights in the district owned device.

- 16.18 Damage or loss that is the result of a student's failure to exercise reasonable care or intentional damage (vandalism) will result in a fee not to exceed the current value of the device, which is outlined in the table below.

| Computer Age in months | Replacement Cost |
|------------------------|------------------|
| 0 - 12                 | \$200            |
| 13 - 24                | \$160            |
| 25 - 36                | \$120            |
| 37 - 48                | \$80             |
| 49 - 60                | \$40             |

- 16.19 District Technology Return. When a student withdraws from enrollment at district, ~~or is in violation of 18.1~~, the student must return any device issued by the ~~school~~ immediately. A student shall not retain the device for more than two school days after the date of such expiration, withdrawal or termination. If a student fails to return the device in a timely fashion, the student and his or her parent or guardian will be subject to paying replacement costs.
- 16.20 Appeal Process. If a student receives consequences for a violation of the ~~4:1 program~~ ~~acceptable use policy~~ or if the parent is required to pay replacement or repair costs, the student's parent or guardian may appeal by requesting an appeal in writing within ten school days of notification of the decision to issue consequences or of notification of payment due. All requests for appeal must be addressed to the ~~Superintendent~~ ~~school administration~~, and should include a full description of the parent or guardian's reasons for disagreeing with the decision. ~~The Superintendent~~ ~~School administration~~ or designee will then review the decision and will respond to the parent within ten school days after receipt of the request for appeal. A meeting may be held by the ~~Superintendent~~ ~~administration~~ or designee to obtain additional information from the student, the parents and/or guardian and/or District staff. The ~~Superintendent~~ ~~school administration~~ or designee's decision on appeal shall be final.
- 16.21

## 17.0 OFF SITE USE FOR DISTRICT OWNED COMPUTING DEVICES

~~For employees who terminate employment with the school district, all issued district electronic devices must be returned to the employee's supervisor.~~



*"We inspire students to reach their full individual potential."*

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*Board of Education*

**Dave Chivers**, President • **Tawnya McKee**, Vice President  
**Todd Massey**, Member • **Denise Maynard**, Member • **Robin McClellan**, Member

**Memorandum**

**To:** Dave Chivers, President  
Tawnya McKee, Vice President  
USD Board Members

**From:** Ryan Maughan, Special Programs Director

**Cc:** Rick Woodford, Superintendent  
Shawwna Muhme, Superintendents Secretary

**Date:** February 7<sup>th</sup>, 2025

**Re:** 007.0235 Sexual Harassment- Of and By Students (2<sup>nd</sup> Reading)

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**Recommendation:** The policy committee is recommending that the Uintah School Board adopt policy 007. 0235 Sexual Harassment- Of and By Students (2<sup>nd</sup> Reading) as a policy substitution.

**Background (rationale):** 007.0235 Sexual Harassment- Of and By Students (2<sup>nd</sup> Reading) provides Title IX definitions, requirements of the district in Investigation, training and appointment of positions including Title IX coordinator, investigator and decision maker. Title IX sexual harassment is separate from Title VII as this policy applies to student. This is exclusively a student policy except when a claim of harassment of a student was by an employee in which case this policy applies inclusive of Title IX and Title VII requirements.

**Policy Implications:** Compliant with Title IX requirements

**Personnel Implications:** Awareness

**Facility Implications:** None

Dr. Rick Woodford, Superintendent • Kim Barnhurst., Interim Business Administrator  
826 South 1500 East • Naples, UT 84078  
435.781.3100 • 435.781.3107 fax  
www.uintah.net

## UINTAH SCHOOL DISTRICT POLICY ACTION REVIEW

|             |            |            |   |
|-------------|------------|------------|---|
| 1st Reading | 12/11/2024 | New        |   |
| 2nd Reading | 02/07/2025 | Revised    | X |
| Approved    |            | Substitute |   |

### 007.0235 SEXUAL HARASSMENT - OF AND BY STUDENTS

REVISES POLICY 007.0235 SEXUAL HARASSMENT – OF AND BY STUDENTS (LAST APPROVED 10/23/2007)

#### 1.0 BOARD POLICY:

- 1.1 The Uintah County Board of Education prohibits sexual harassment of or by any student defined under Title IX of the Education Amendments of 1972 and the Utah Antidiscrimination Act, Utah Code 34A-5-101. This policy applies to conduct during and relating to school and school sponsored activities. ~~Sexual harassment is inappropriate and offensive.~~ It is the Policy of Uintah School District to maintain a harassment and discrimination free learning environment.

#### 2.0 DEFINITIONS

**“Actual knowledge”** means notice given of sexual harassment or allegations of sexual harassment to any employee of the district.

**“Complainant”** means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

**“Decision Maker”** Title IX regulations of 2020 created the position of Decision-Maker to separate the determination of guilt or innocence from the investigative process.

**“Formal complaint”** means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the district investigate the allegation of sexual harassment. (The complainant must be participating or attempting to participate in a District program or activity at the time of filing.) Although the Title IX Coordinator may sign a formal complaint, the Title IX Coordinator does not thereby become the complainant or a party to the grievance proceeding.

**“Harassment and discrimination free learning”** means a learning environment in which a student is treated fairly, regardless of the student's characteristics including race, color, religion or sex, and in which a student's ability to participate in or benefit from the services, activities, or opportunities offered is not limited or interfered with by conduct that is physically threatening, harmful, or humiliating.

- 2.1.4 — Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through the school.
- 2.2 — Examples of conduct which may constitute sexual harassment and would, therefore, be prohibited include, but are not limited to:
  - 2.2.1 — Unwelcome leering, staring, sexual flirtations, or propositions.
  - 2.2.2 — Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
  - 2.2.3 — Unwelcome graphic verbal comments about an individual's body, or overly personal conversation.
  - 2.2.4 — Unwelcome sexual jokes, stories, drawings, pictures, or gestures.
  - 2.2.5 — Unwelcome spreading of sexual rumors.
  - 2.2.6 — Unwelcome teasing or sexual remarks about a student enrolled in a predominantly single-sex class.
  - 2.2.7 — Unwelcome touching of an individual's body or clothes in a sexual way.

### **3.0 — NATURE OF SEXUAL HARASSMENT:**

Sexual Harassment may occur:

- 3.1 — Student to student
- 3.2 — Staff to student
- 3.3 — Student to staff
- 3.4 — Male to male
- 3.5 — Female to female
- 3.6 — Male to female
- 3.7 — Female to male

### **4.0 — DISCIPLINE/CONSEQUENCES:**

- 4.1 — Any student who engages in the sexual harassment of anyone in the school setting may be subject to disciplinary action up to and including expulsion.
- 4.2 — Any employee who permits or engages in sexual harassment of students may be subject to disciplinary action up to and including dismissal.
- 4.3 — Any employee who receives a complaint of sexual harassment from a student and who does not act promptly to forward that complaint to the principal shall be disciplined appropriately.
- 4.4 — Persons who file frivolous, unfounded, retaliatory, or malicious sexual harassment complaints will subject themselves to disciplinary action.
- 4.5 — If an investigation reveals that the accusations are frivolous, unfounded, retaliatory, or malicious in nature, this information shall be documented, all parties involved shall be notified, and the investigation shall be terminated.

### **5.0 — REPORTING PROCEDURE/INVESTIGATION:**

- 5.1 — The Board encourages and expects students to immediately report incidents of sexual harassment to any teacher, counselor, or administrator at the school site.
- 5.2 — Any teacher counselor, staff, or administrator who has received a report, verbally, or in writing, from any student regarding sexual harassment of that student or another student by a student or adult in the educational setting must forward that report to the

#### **~~8.0 — CORRECTIVE ACTION:~~**

~~8.1 — Once the facts in a case have been determined, the principal shall make a concentrated effort to resolve the case. Final resolution may include, but shall not be limited to: (1) appropriate corrective action or discipline against violators of the sexual harassment policy, (2) agreement among the parties which resolves the issues, or (3) determination that sexual harassment did not occur.~~

~~8.2 — Substantial charges of sexual harassment against a student shall subject the student to corrective action or discipline including suspension or expulsion.~~

~~8.3 — Students who file frivolous, unfounded, or malicious sexual harassment reports shall subject themselves to corrective action or discipline including suspension or expulsion.~~

~~8.4 — In addition, all teachers, counselors, and administrators shall instruct students on the procedures for reporting sexual harassment within the educational setting on an as needed basis.~~

#### **~~9.0 — NOTIFICATION:~~**

~~— A copy of this sexual harassment policy shall:~~

~~9.1 — Appear in any school or District publication that sets forth the school or District's comprehensive rules, regulations, procedures, and standards of conduct.~~

~~9.2 — Be included in the notifications that are sent to parent/guardians at the beginning of each school year.~~

#### **3.0 TITLE IX COORDINATOR**

3.1 The District shall designate one or more employees to serve as Title IX Coordinator. The Title IX Coordinator is responsible and has authority to coordinate the district's compliance with Title IX and Title VII, including but not limited to responding to sexual harassment of any type.

3.2 Reports about any form of sex discrimination (including sexual harassment, whether under the Title VII definition or the Title IX definition) may be made to the Title IX Coordinator by any person (whether or not the discrimination was directed at that person) using any of the contact methods listed above or by any other means and at any time (including during non-business hours).

#### **4.0 DISTRICT RESPONSE TO SEXUAL HARASSMENT**

4.1 As directed and coordinated by the Title IX Coordinator, the district shall, after receiving "actual knowledge" of "sexual harassment" in a district "program or activity" as defined in this policy, respond promptly and reasonably to fulfill its obligations under Title IX. The district shall treat the complainant and respondent equitably and may not impose disciplinary actions or sanctions on a respondent before a determination of responsibility is made. Regardless of whether a formal complaint is filed, the district shall respond appropriately, including implementing appropriate supportive measures as determined by the Title IX Coordinator.

- 8.1 After receiving the formal complaint, the Title IX Coordinator shall review the allegations in the complaint and make a determination whether, accepting the allegations as true, any of the following circumstances are present:
- 8.1.1 The conduct alleged does not constitute sexual harassment as defined in this policy.
- 8.1.2 The conduct alleged did not occur in a District program or activity.
- 8.1.3 The conduct alleged did not occur against a person in the United States.
- 8.2 If any of these circumstances are present, the Title IX Coordinator shall dismiss the complaint for purposes of sexual harassment and this policy. If the alleged conduct constitutes misconduct under other District policies regulating employee or student conduct, the Title IX Coordinator shall refer the complaint to the appropriate administrator for consideration for investigation and possible disciplinary action.

## **9.0 PERMISSIVE DISMISSAL OF COMPLAINT**

- 9.1 At any time during the investigation of a formal complaint or the determination process, the Title IX Coordinator may dismiss a complaint or particular allegations in the complaint if:
- 9.1.1 The complainant gives written notice to the Title IX Coordinator that the complainant wants to withdraw the formal complaint or particular allegations in the complaint;
- 9.1.2 The respondent is a student and is no longer enrolled in the district; or
- 9.1.3 Specific circumstances prevent the district from gathering evidence sufficient to reach a determination as to the complaint or the allegations in the complaint.
- 9.2 If the Title IX Coordinator determines to dismiss the complaint on any of these grounds, then the coordinator shall promptly send simultaneous written notice of the dismissal and the reason(s) for dismissal to the parties.

## **10.0 APPOINTMENT OF INVESTIGATOR AND DECISION MAKER**

- 10.1 Upon receipt of a formal complaint, the Title IX Coordinator shall either determine that the Title IX Coordinator will investigate the complaint or shall appoint a qualified and trained District employee to investigate the complaint.

may refer to or rely on any of the evidence disclosed to the parties by the investigator.

- 13.2 The decision maker shall determine whether each question is relevant to the allegations and to the issue of whether respondent is responsible for sexual harassment. For any question excluded as not relevant, the decision maker must explain the decision to the party proposing the question.

#### **14.0 WRITTEN DETERMINATION**

- 14.1 After weighing the evidence and considering the materials submitted (including the investigative report and the parties' written submissions), the decision maker shall make a determination regarding responsibility. Evidence must be evaluated objectively and credibility determinations may not be based on a person's status as a complainant, respondent, or witness. The decision maker will issue a written statement setting forth the determination. The written determination shall be provided promptly and generally within 14 days after the date the decision maker begins consideration of the evidence. The written determination must be provided simultaneously to the parties. The decision maker's determination becomes final on the date when the time to appeal expires (if no appeal is timely filed) or on the date that the district provides the written determination on a timely appeal. The Title IX Coordinator is responsible for the effective implementation of any remedies.

#### **15.0 APPEAL**

- 15.1 A complainant or a respondent may appeal a dismissal decision or the determination of the decision maker based on the following grounds:
  - 15.1.1 Procedural irregularity which affected the outcome;
  - 15.1.2 New evidence that could affect the outcome which was not reasonably available at the time the dismissal was made or the decision maker made the determination; or
  - 15.1.3 There was a conflict of interest or bias on the part of the Title IX Coordinator, an investigator, or a decision maker (either for or against complainants or respondents generally or for or against the individual complainant or respondent) that affected the outcome.
- 15.2 An appeal must be submitted within 14 days after the decision (the notice of dismissal or the decision maker's written determination) is provided to the party. Appeals submitted after that date will not be considered and the decision will be final. The appeal must be delivered to the Title IX Coordinator, must be in writing and must identify each ground for appeal, together with supporting evidence and argument.

materials provided to employees, and in student handbooks. A copy of this policy shall also be provided to the appropriate officer of each employee association.



*"We inspire students to reach their full individual potential."*

*Board of Education*

**Dave Chivers**, President • **Tawnya McKee**, Vice President

**Todd Massey**, Member • **Denise Maynard**, Member • **Robin McClellan**, Member

## Memo

TO: Members, Uintah School District Board of Education  
FROM: Dr. Mistalyn Leis, Director of Human Resources  
DATE: **February 12, 2025**  
RE: Request for **February 12, 2025**, Board Approval of New Hires; Newly Assigned Employees; Notification of Separations of Employment

Superintendent Woodford requests that the Board approve the following recommendations as listed on the enclosed spreadsheets:

Board Approval Request / Information Spreadsheet:

- Five (5) candidates to fill new hire positions; and
- Three (3) current employees who have recently been assigned to a new position,
- Six (6) candidates to fill extracurricular coach positions.

Superintendent Woodford also reports, for your information, the names of Sixteen (16) individuals whose employment with USD has ended or will end on the date indicated.

Thank you,

*Dr. Mistalyn Leis*

Dr. Mistalyn Leis  
(435) 781-3100, extension 1005  
(435) 790-5906

**Dr. Rick Woodford**, Superintendent • **D. Troy Timothy, MBA**, Business Administrator

826 South 1500 East • Naples, UT 84078

435.781.3100 • 435.781.3107 fax

www.uintah.net

### School/District Events – February/March 2025

| Event                                                                              | Location   | When                            |
|------------------------------------------------------------------------------------|------------|---------------------------------|
| Child Find Screening Intake – parent and doctor referrals                          | CEC        | February 3, 2025, 8:30-11:30 AM |
| Kick-off Grade Level Competition for Friday Attendance                             | UMS        | February 3, 2025                |
| Parent Teacher Conferences                                                         | Davis      | February 4-5, 2025              |
| Parent Teacher Conferences                                                         | Maeser     | February 4-5, 2025              |
| Art Show                                                                           | Maeser     | February 4-5, 2025              |
| School Community Council Meeting                                                   | Ashley     | February 5, 2025                |
| School Community Council Meeting                                                   | Davis      | February 5, 2025                |
| Parent Teacher Conferences                                                         | Ashley     | February 5-6, 2025              |
| Swim at State                                                                      | UHS        | February 6-8, 2025              |
| Whitie Ribbon & Spirit Week                                                        | VMS        | February 10-14, 2025            |
| Boys Wrestling at State                                                            | UHS        | February 11-12, 2025            |
| Girls Basketball Round 1 playoff                                                   | UHS        | February 11, 2025               |
| Boys Basketball Round 1 playoff                                                    | UHS        | February 12, 2025               |
| <b>Board Meeting</b>                                                               | <b>USD</b> | <b>February 12, 2025</b>        |
| 1 <sup>st</sup> Grade Dinosaur Museum Field Trip                                   | Maeser     | February 12, 2025               |
| Music, Art, & Encore Showcase                                                      | VMS        | February 13, 2025               |
| Beehive Home and Golden Age visit - Choir and Hope Squad                           | UMS        | February 13, 2025               |
| Drill Review                                                                       | UHS        | February 13, 2025, 7:00 PM      |
| Sterling Scholar Recognition Night @ Vernal Middle School                          | UHS        | February 13, 2025, 6:00 PM      |
| Maeser Master Minds (Gifted and Talented for 4 <sup>th</sup> and 5 <sup>th</sup> ) | Maeser     | February 14, 2025               |
| Valentines Day and Acts of Service Day                                             | Ashley     | February 14, 2025               |

### School/District Events – February/March 2025

|                                                              |         |                                        |
|--------------------------------------------------------------|---------|----------------------------------------|
| Gratitude Week                                               | Maeser  | March 3, 2025                          |
| Preschool Round Up and Waitlist                              | CEC     | Opens on March 3, 2025                 |
| Parent Teacher Conferences                                   | CEC     | March 3-7, 2025                        |
| Read Across America                                          | Davis   | March 3-7, 2025                        |
| Campus and Community Career Night<br>(USD will have a booth) | USD     | March 4, 2025, 5-7:00 PM               |
| Academic Recognitions                                        | VMS     | March 4-6, 2025                        |
| Teachers ARTS & Parents (TAP) Night                          | Naples  | March 5, 2025, 5:00-7:30 PM            |
| Community Council Meeting                                    | Lapoint | March 5, 2025, 3:45 PM                 |
| Higher Ed Day for Juniors                                    | UHS     | March 6, 2025                          |
| Book Fair                                                    | Lapoint | March 10-14, 2025                      |
|                                                              |         |                                        |
| Cuddle Up With a Good Book Family Night                      | Lapoint | March 13, 2025                         |
| Grade Level Presentations                                    | Naples  | March 19, 2025, 6:00-7:30 PM           |
| BINGO PTCO Fundraiser                                        | Lapoint | March 27, 2025                         |
| Child Find Screeners                                         | CEC     | March 3 & 28, 2025, 8:30 AM – 12:00 PM |



# UINTAH ARTS

UPCOMING

## ART EVENTS

|              |                                       |
|--------------|---------------------------------------|
| FEB 13       | VMS Showcase: Art, Music, CTE, Health |
| FEB 13-14    | UHS Choir Singing Valentines          |
| FEB 19       | UHS Jazz Dinner (6PM)                 |
| FEB 20       | UMS Winter Gala: Art, Music, CTE      |
| FEB 13       | VMS Showcase: Art, Music, CTE, Health |
| FEB 25       | State of the District (Art and Music) |
| FEB 25       | VMS Instrument Petting Zoo            |
| FEB 28       | Middle School Music Festival @VMS     |
| FEB 28-MAR 8 | UHS Charlie and the Chocolate Factory |
| MAR 5        | Region Jazz                           |

*Please check school website and social media for specifics.*