

TENTATIVE MINUTES FOR MAY 14, 2025 – THESE MINUTES HAVE NOT YET BEEN FORMALLY APPROVED BY THE BOARD OF EDUCATION AND UNTIL SUCH FORMAL APPROVAL ARE SUBJECT TO CHANGE

The May 14, 2025 meeting of the Board of Education, held at the Bookcliff Elementary, 255 S Solomon, Green River, UT, was called to order at 6:30 pm by President Royd Hatt. Members Kenzi Guymon, Todd Huntington, and James Winn were also present. Member Neal Peacock attended virtually. Superintendent James Shank and Business Administrator Jackie Allred were also in attendance. Student member, Maleeya Mecham, was not present.

WORK SESSION:

A1. Kindergarten Program: Supt Shank addressed the kindergarten enrollment concerns where Castle Dale has 9 or less. The concern is how to address the declining enrollment for not only this year but how to address future low enrollment expectations. Ferron's kindergarten enrollment is larger than the previous year with 29. The other school in discussion is Cottonwood with 17 because of geographical nearness. A parent meeting was held on April 29th at Castle Dale Elementary where information was given and questions answered as well as a survey. Supt Shank presented the survey results as well as the recommendation to hire a kindergarten teacher for one year at Ferron Elementary with one-time funding and maintain current staffing at Castle Dale and Cottonwood while broader planning occurs. A stakeholder committee was recommended to study various paths with a target of December 2025 board meeting for a recommendation for long-term staffing.

REGULAR SESSION:

B1/B2: President Hatt welcomed all in attendance and led all attendees in the Pledge of Allegiance.

PRESENTATIONS:

C1: Westland Construction: Wayne Maxfield, District Maintenance Supervisor, reported the continued progress in Phase 3 which consists of the classrooms that connect the Spartan Center to the Auditorium. The exterior of the building is mostly complete with site clean up happening. Top soil has been laid down at the soccer field with power being ran to the scoreboard area. HVAC units and skylights have been installed on the roof of the building with connections still to be finished. Roofing is almost complete as well as the exterior windows. The schedule is still set for substantial completion for the end of July. Cabinetry will start to be installed in two weeks when painting is finished. Ceramic tiling will also begin next week.

C2: 2025 Graduate Presentation: Counselors and principals from both Green River High and Emery High presented information on the class of 2025. Felicia Jeffs, counselor at EHS, stated that two students have won national scholarships, all students have been awarded over \$100,000 state scholarship money, and local scholarship funds are \$89,000; which is more than double from last year. Enyo energy and another anonymous donor awarded \$25,000 each. Another student received a national merit scholarship. Steven Gordon, EHS principal, reported the total amount of scholarships awarded this year is over \$3Million. Extra-curricular activity awards include 23 academic all-state recipients, 4 second place trophies with football, girls' xc, girls' basketball and girls' softball with possibly more after girls track and boys baseball state competitions. State girl track records are currently being broken this year. EHS graduation rate is 96% where it was 89% last year. This year has 151 students in the graduating class including about 30 students who graduated early. Kayce Maes-Fluckey, GRHS principal, reported 8 students graduating this year with 90% graduation rate. They have been awarded \$149,000 in combined

scholarship offers. Many seniors were involved in forming the FFA chapter and school farm, e-sports, and concurrent classes.

C3: Employees of the Year: Supt Shank presented the Employees of the Year for 2024-25. Elementary Teacher: Lyndi Brady, Cleveland 1st grade; Secondary Teacher: Jana Larsen, Canyon View PE/Health; Educator Support Professional: Brenda Thomas, Ferron technology specialist; Volunteer: Loni Meadows in Green River.

BOARD ACTION ITEMS

D1: A motion was made from Kenzi Guymon for the Consent Agenda items: a) April warrants, b) Monthly financial reports, c) Minutes for the April 9th meeting and d) Names for New Hire approvals with a second by James Winn. All members approved the consent agenda.

Alee Sitterud	ESP 5.9 hours	Cottonwood Elementary
Curt Collard	Math Teacher .5 FTE	Emery High
Kelsey Norton	Computer Aide, 5.9 hours	Cottonwood Elementary

D2: Kindergarten Program: Based on the discussion in work session, Supt Shank presented the recommendation to hire an additional kindergarten teacher at Ferron Elementary and keep the staffing at Castle Dale as existing for this year only pending on further enrollment studies that may include geographical boundaries and/or other paths. The motion to approve the future positions for the 25-26 school year as well as pursue the future enrollment studies was made by James Winn with a second by Kenzi Guymon. All voted in favor.

D3: Fraud Risk Assessment: Jackie Allred presented the annual Fraud Risk Assessment where the district scored in the “Low” category of risk based on many separations of duties as well as implemented policies. This assessment is submitted to the Utah State Auditor annually as well as the district’s external auditor. The motion to approve the assessment was made by Royd Hatt followed with a second by Todd Huntington. Motion was unanimous.

D4: Policies for Second Reading: Kenzi Guymon and James Winn are members of the policy committee that have reviewed these policies initially as part of the USBE changes from the Legislative 2024 session. There were 11 policies presented as final reading:

- DJDA – Procurement (New)
- DJDAA – Procurement General Procurement (New)
- DJDG – Procurement: Contracts and Contract Limitations (New)
- DJDH – Procurement of Construction (New)
- GCQ – Professional Staff Orderly Dismissal (Revised)
- JB – Equal Educational Opportunities (Revised)
- JLCE – Health Requirements and Services: Medical Treatment (New)
- JLC EA – Do Not Resuscitate Directive for Students (Revised)
- JLC DA – Health Requirements and Services: Student Asthma Emergency (Revised)
- GBEE – Employee Device Use (Revised)
- IJOA – Field Trips and Excursions (Revised)

Kenzi Guymon motioned to approve these policies as a group except for IJOA to be tabled for additional discussion. Motion was seconded by James Winn. All members voted unanimously to approve. All voted in favor.

D12: Policies for First Reading: These policies are made public for a comment period and are scheduled to be reviewed as a second reading in the subsequent board meeting. The policies will be available on the district website as Draft Policies.

- BBA – Board Legal Status: Powers and Duties (Revised)
- BBAB – Board Legal Status: Fiscal Responsibilities (New)
- BBBA – Board Members: Eligibility and Qualifications (New)
- BEDG – Board Meetings: Recordings and Minutes (New)
- BEC – Board Meetings: Executive Sessions (Revised)
- BEDJ – Board Meetings: Meeting Location (New)
- CM – District Annual Reports (New)
- DIE – Revenue and Budgeting: District Audit Committee (Revised)
- DJE – Procurement: Awarding Contracts by Bidding (New)
- DJEA – Procurement: Awarding Contracts by Request for Proposals (New)
- DJEB – Procurement: Request for Statement of Qualifications (New)
- DJEC – Procurement: Approved Vendor List Process (New)
- DJED – Procurement: Procurement of Professional Services (New)
- DJD – Procurement: Interaction with Other Procurement Units (New)
- DJEF – Procurement of Construction: Limitation on Change Orders (New)
- DJEG – Procurement Appeals and Oversight: Procurement Protests and Debarment Proceedings (New)
- DJEH – Procurement Appeals and Oversight: Procurement Protests and Debarment Appeals (New)
- ECBA – School Plant (New)
- EEA – Transportation (New)
- EFE – Wellness Policy Food Sales (Revised)
- GEF – Staff Hiring (Revised)
- JBA – Transgender Students (New)
- JLCEC – Health Requirements and Services: Medical Recommendations by School Personnel to Parents (New)

Supt Shank commented that the committee is unanimous with the recommendations. James Winn made the motion to approve these policies as first reading with Todd Huntington motioning as a second. All approved.

REPORTS:

E1: Principal Report: Bookcliff Elementary principal Gaylene Erwin started with some areas of concern with the first as chronic tardiness and absenteeism. Working with the school counselor, the school is developing plans to help students. Parents are very involved and the school is working on further engagement. Rise proficiency is hard to measure when the tests seem like a moving target and different questions to students. Mrs. Erwin is working with an Ed Connect coach to improve the measurement of School Grading based on state algorithms. Areas of celebration is safety and security. Jameson Moody from state security has been on site while doing the school safety assessment. They have also hosted a state-wide training at Bookcliff. It was stated that Emery district is far ahead of the state required safety needs. One concern is bullet-proof glass that traps students in the building. WIN time (what I need) is where K-2 and 3-6 students work together weekly with collaboration for intervention services. EOY to EOY scores have increase 18% this year. All teachers have been committed to this program. Earn An Experience is another program to help students gain experiences away from the computer and meeting math/language standards. Some reward activities have been making cotton candy, 3D roller coaster, goblin valley field trip to read maps, and a foam party.

E2: Superintendent Report: Dr. James Shank gave a report on the following items:

- Portrait of a Graduate Final Draft
 - Many district staff and community members have developed the four competency levels (Emerging, Approaching, Competent, Extending Competence) of each of the six designated categories: Critical Thinker, Effective Communicator, Resilient, Personally Responsible, Strong Work Ethic, Civics/Citizenship. This document will be a portion of the District's Strategic Plan.
 - Supt Shank recognized Gaylene Erwin as she has volunteered to be the Title IX coordinator for the district which will be a large role.

E3: Business report: Jackie Allred reported that through a proposal of 7 different medical providers, the district will be switching medical and dental coverage to PEHP effective September 1, 2025. A presentation has been scheduled for the staff on May 22nd at 11:30 (contract day without students) to review the open enrollment process. This is part of the employee compensation package that is being finalized and will be presented in June's board meeting.

E4: Board Committee reports: James Winn attended the USBA board conference in St George where they planned delegate meetings and provided a service project; attended the Moana Jr. play at CVMS as well as the compensation meeting. Royd Hatt attended the kindergarten parent meeting, hosted the 4-6 grade field trip at the Hatt Ranch and Leadership meeting. Todd Huntington attended the parent meeting and compensation meeting. Kenzi Guymon had FE community council with an upcoming art show this week. She also presented at CV's career day, attended the parent meeting, POG meeting, compensation meeting and policy meetings as well as Girl's state golf. Neal Peacock is recovering from surgery and thanked all of the support from the district.

PUBLIC COMMENTS (F): Four students representing EHS band addressed the board: Whitney Morgan, Mary Horrocks, Peyton Gardner and Rebecca Jewkes. Because of Back-to-back state championships with Carbon's competitive marching band, they have been invited to play at the Washington Memorial program in DC in November 2025. The students' request was for help with transportation which would include a bus and driver for practices held at Carbon High for the 11 students about two nights a week from June to November as well as funding for the trip to Washington DC.

Izzi Turner, a senior at EHS, requested a sponsorship for the Governor's Honor Academy which is a prestigious academy held at SUU on June 19-26. Only 50 students state-wide are accepted to the academy.

The board wished for some time to address the funding requests based on not having current policies and procedures at this time to allow district sponsorship.

Melissa Swasey, a parent from Castle Dale Elementary, thanked the board for allowing parent input on the parent and school climate surveys as well as the parent meeting at Castle Dale. She also suggested exit surveys when a parent unenrolls a student to gain feedback on why students are leaving.

ADJOURNMENT (G): Royd Hatt indicated there were no more items on the agenda and the meeting adjourned at 8:30 pm.