

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

Approved Business Meeting Minutes

Date: June 18, 2025
Time: 6:21 p.m. – 8:24 p.m.
Location: 826 South 1500 East, Naples, Utah

Board Members Present:

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

Executive Staff Present:

- Dr. Rick Woodford, Superintendent
- Troy Timothy, Business Administrator
- Andy McKea, Principal, Ashley Valley Education Center
- Jayme Leyba, Director of Elementary Education
- Dr. Mistalyn Leis, Human Resources Director
- Mindy Merrell, Director of Support Services
- Christy Nerdin, Director of Secondary Education

Others Present:

- Aubrey McCarrell
- Gideon Owen
- Richard Henderson
- Chloe Glines

Minutes recorded by Holly Chivers, Business Administrator's Secretary.

1. Introduction

A. Welcome/Call to Order

Business Administrator Troy Timothy welcomed the audience, and President Chivers called the Business Meeting to order at 6:21 p.m.

B. Reverence

The reverence was offered by Aubrey McCarrell.

C. Pledge of Allegiance

Gideon Owen led the Pledge of Allegiance.

D. Celebrations

1. Chloe Glines and Gideon Owen, Uintah High Track & Field State Champions

Coach Richard Henderson introduced two recent Uintah High School graduates who earned state titles in Track and Field:

- Gideon Owen – State Champion in discus; also broke a 38-year Uintah High School record
- Chloe Glines – State Champion in javelin; also broke a school record

Both athletes were recognized for their outstanding accomplishments and contributions to the UHS Track and Field program.

E. School Reports

1. Ashley Valley Education Center, Andy McKea

School Administrator Andy McKea presented an update on Ashley Valley Education Center (AVEC), which she proudly referred to as “the best school in the world.” Her presentation focused on the center’s strategic plan, mission, vision, and purpose—all centered on helping students grow.

Ms. McKea noted that while AVEC has a staff of only 30 (including the custodian), the school served 1,628 students this year. The 2024-2025 school theme was “Ride for the Brand,” with an emphasis on the attribute “intentional.”

Key academic goals included a Wildly Important Goal (WIG): *60% of students in grades 6–12 will earn at least 2.5 credits per trimester*. Data presented showed consistent growth among high school students. Online students must stay on track for graduation to continue in the virtual program; those who fall behind are pulled back to the in-person setting.

Ms. McKea also shared PLC protocols, explaining that each student is reviewed weekly. Those not meeting academic requirements receive individualized “prescriptions” for improvement. She presented updated post-graduation data and a graph highlighting a steady increase in the AVEC graduation rate—from an initial 7% to 82%.

Board members asked questions regarding WPU (Weighted Pupil Unit) calculations and implementation of the TREE teacher evaluation system. Ms. McKea explained that on-campus teachers, including the special education teacher and two teachers at Split Mountain Youth Center, receive evaluations. Online teachers work from home offices and operate under different schedules, making standard evaluations less feasible.

F. Student Performance Data Review

Director of Special Programs Jayme Leyba presented the District's latest RISE assessment data, noting that for the first time since 2018, Uintah School District's third, fourth, and fifth graders scored above the state average in all assessed areas: Mathematics, Language Arts, and Science.

Director Leyba and Dr. Woodford addressed questions raised by Member McClellan regarding dropout rates, absenteeism, and assessment opt-outs.

Director Leyba and Dr. Woodford attributed this academic progress to several key efforts within the District. They emphasized the impact of the Core Knowledge Language Arts (CKLA) curriculum implementation, the pilot rollout of the TREE teacher evaluation system, and a strong instructional framework that has helped bring coherence to teaching practices across schools.

Although performance in Grades 6 through 8 is still below the District's long-term goals, significant improvement has been observed, and growth in those grades continues. At the high school level, Director Leyba noted steady academic gains and projected continued progress in the coming school year.

Dr. Woodford also pointed out that the District experienced an initial "implementation dip" during the early stages of CKLA adoption, as well as leadership transitions at several schools. He stated that the current upward trend is a strong indication of successful recovery and momentum moving forward.

G. Patron Input

No items were received in accordance with Board Policy 002.0720.

2. Business/Action Items

A. Consent Calendar

- 1. Minutes**
- 2. Contracts Needing Board Approval**
- 3. Monthly Board Financial Update**
- 4. Approval of 2025-2026 School Board Meeting Schedule**
- 5. 2025-2026 Salary Schedules**
- 6. Approval of E-Sports as a Sanctioned Activity at Uintah High School**
- 7. Approval of TREE Teacher Evaluation Framework**

Member Maynard motioned to approve the consent calendar, including: Minutes from the May 14, 2025 Work Session and Business Meeting, minutes from the June 4, 2025 Public Budget Hearing, the Pitney Bowes and LINQ Contracts, the Monthly Board Financial Update, the 2025-2026 School Board Meeting Schedule, the 2025-2026 Salary Schedules, the approval of E-Sports as a Sanctioned Activity at Uintah High School, and the approval of the TREE Teacher Evaluation Framework. Member Massey seconded. The motion carried unanimously.

B. Policies for Approval on First Reading

There are no first reading policies needing approval at this time.

C. Policies for Approval on Second Reading

1. 007.0250 Electronic Devices in Public Schools

Vice President McKee motioned to approve policy 007.0250 *Electronic Devices in Public Schools*, a new policy, on second reading. Member Maynard seconded. The motion carried unanimously.

2. 005.0631 Sick Leave Bank

Member Massey motioned to approve policy 005.0631 *Sick Leave Bank*, on second reading. Member Maynard seconded. The motion carried unanimously.

3. 005.0632 Postpartum and Parental Leave

Member McClellan motioned to approve policy 005.0632 *Postpartum and Parental Leave*, a new policy, on second reading. Vice President McKee seconded. The motion carried unanimously.

4. 005.2350 Highly Needed Educator Salary Supplement

Member Massey motioned to approve policy 005.0250, *Highly Needed Educator Salary Supplement*, a new policy, on second reading. Member McClellan seconded. The motion carried unanimously.

5. 007.0115 Student Enrollment Options

Member Maynard motioned to approve policy 007.0115 Student Enrollment Options, on second reading. Member McClellan seconded. The motion carried unanimously.

D. Review of TSSA Framework and Approval of Plans

Member Massey moved to approve the school TSSA (Teacher and Student Success Act) Plans. Member Maynard seconded the motion.

Additional information was provided to the Board regarding how stipends within the plans are determined. Dr. Woodford noted that while a system for monitoring stipend use could be created, he is hesitant to place additional burdens on school principals. Dr. Leis directed the Board to the corresponding salary schedule available in BoardDocs for further reference.

The motion carried unanimously.

E. Approval of Contributory Retirement Contributions

Vice President McKee motioned that the Uintah School District will pay five-sixths of the required employee contribution to the Utah Retirement Systems Tier 1 Contributory Retirement System for all eligible employees during fiscal year 2026. In addition, the District will continue to cover its full employer contribution as required by state law (Utah Code 49-14-301). Member Massey seconded. The motion carried unanimously.

F. Approval of 2024-2025 Final Amended Budget

Member Maynard motioned to adopt the following final amended budget for the fiscal year beginning July 1, 2024, and ending June 30, 2025:

- For the general fund (Fund 10) or maintenance and operations: \$86,593,937;
- For the special revenue fund (Fund 20): \$100,000;
- For the student activity fund (Fund 21): \$1,869,706;
- For the tax increment financing fund (Fund 26): \$795,000;
- For the debt service fund (Fund 31): \$3,261,250;
- For the capital projects fund (Fund 32): \$26,124,142;
- For the school food service fund (Fund 49): \$3,862,001;
- For a **total budget** of **\$122,606,036.**”

Member Massey seconded. The motion carried unanimously.

G. Approval of 2025-2026 Final Preliminary Budget and Tax Rates

Vice President McKee motioned to adopt the following final amended budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026:

- For the general fund (Fund 10), or maintenance and operations: \$83,308,792;
- For the special revenue fund (Fund 20): \$120,000;
- For the student activity fund (Fund 21): \$1,197,665;
- For the tax increment financing fund (Fund 26): \$795,000;
- For the debt service fund (Fund 31): \$2,620,000;
- For the capital projects fund (Fund 32): \$8,312,747;
- For the school food service fund (Fund 49): \$3,940,028;
- For a **total budget** of **\$100,294,232.**”

Member McClellan seconded the motion. The motion carried unanimously.

H. Personnel Changes

Member Maynard motioned to approve the personnel changes. Member Massey seconded.

Dr. Leis addressed the Board to provide additional context, noting that the report includes 13 new hire recommendations, 31 current employees who have been reassigned, and 5 extracurricular

coaching assignments. Additionally, 42 individuals are listed whose employment has ended or will end, primarily due to reductions in federal and state funding.

The motion carried unanimously.

3. Informational/Discussion Items

(Items C., D., and E. were originally listed under Work Session Agenda – moved by Board action)

A. Purchases Over \$50,0000

Mr. Timothy reviewed the District's purchases over \$50,000 for the month. He noted that the Technology Department will be installing Viewboards in each classroom of the new preschool facility. In response to the recent network interruption, the Technology Department has also installed security software on all district computers.

The Maintenance Department is actively preparing for upcoming FY2026 Capital Outlay Projects, and the Transportation Department is proceeding with its annual white fleet rotation.

The following purchases, all of which will be funded through the 2025–2026 budget, were reviewed:

- PO #25000741 (\$52,962.76) - Bluum USA Inc.
- PO #25000755 (\$97,842.00) – Compunet, Inc.
- PO #25000765 (\$144,711.79) – Play and Park Structures
- PO #25000768 (\$1,266,539.00) – Garland/DBS, Inc.
- PO #25000738 (\$61,312.00) - Young Chevrolet

All purchases were reviewed in detail with supporting documentation.

B. Calendar Items

Dr. Woodford stated there will be no Board meetings held in July. The Board calendar will resume in August, with the Public Judgment Levy Hearing scheduled for August 6, followed by the Regular Board Meeting on August 13.

Several Back to School Nights, Open Houses, and Ribbon-Cutting Ceremonies are planned in conjunction with the opening of new facilities.

The first day of school is August 20, and the first day of preschool in the new facility is scheduled for September 3.

C. School Counseling Data Projects & School Social Work Data

Director of Student Services Mindy Merrell presented the annual update on the effectiveness of the District's school counseling program, as required by the state. The report included information

on how the District is aligning with adopted policies and implementing its College and Career Readiness Plan. Ms. Merrell also provided data related to the District’s school social work services.

She clarified the defined roles of school counselors, social workers, and school psychologists, and presented current caseload data, noting an average of approximately 350 students per counselor. Uintah School District underwent a formal review process this year, which occurs every six years and involves a state-appointed representative. The review identified several strengths and offered suggestions for improvement; however, there were no formal findings. Ms. Merrell reviewed the feedback received, which was overall very favorable.

She also shared the results of each school’s annual data project reports, which counselors are required to complete each year. These projects measure the effectiveness of specific goals set at each school and demonstrated a positive impact on student outcomes.

In addition, Ms. Merrell presented updated data from the school social work program. She explained how monitoring tools are being used to enhance student safety and shared examples where these tools have even helped prevent serious harm.

She emphasized that school counselors are also active in classroom instruction and that mental health continues to be a top priority across the District. In summary, Ms. Merrell stated that student services are meeting critical student needs and noted that more balance is needed in tiered intervention supports.

The focus for the upcoming 2025–2026 school year will be on “Capacity, Prevention, and Efficiency.”

D. Tri-County Data Presentation

Director Christy Nerdin presented the biannual report required under Utah Code 53G-10-402 on behalf of Director Jayme Leyba, who had left earlier in the meeting. This law requires local education boards to review county-level data related to student health and safety.

As part of the review, the Board examined current data for Uintah County in the following areas: teen pregnancy, child sexual abuse, sexually transmitted diseases and infections (STDs/STIs), and reported complaints related to pornography within the school system’s jurisdiction.

This review is conducted every two years to help guide the District’s health education efforts and ensure compliance with state requirements.

E. Committee Reports

Policy Committee – Vice President McKee

Vice President McKee shared that policy items were addressed earlier in the meeting.

She also shared that the Joint Legislative Committee (JLC) has voted to support five legislative priorities, including the establishment of an education working group to find long-term solutions

that support students, teachers, and communities. Another key priority is to provide a 2% increase above inflation for education funding.

Finance Committee – Member Massey

Member Massey reviewed the Finance Committee’s meeting objectives, emphasizing the committee’s role in ensuring that District resources are used responsibly. He noted that the District has been successful in this area. As part of ongoing efficiency efforts, 25% of Uintah High School’s financial duties will be transitioned to the District Office. Additionally, a public auction will be held to liquidate surplus equipment from the old preschool facility.

Risk Management – Member Maynard

Member Maynard shared that recent efforts have been redirected due to the District’s recent data disruption. The committee also discussed safety improvements, including updated signage at playgrounds, enhanced use of security cameras, and protocols for student guardianship. The District’s Technology Department is implementing a plan for continued network protection.

USBA Board of Directors (Region 5) – Member McClellan

Member McClellan thanked those who attended the Utah Pre-Delegate & Delegate Assembly. She reminded the Board that the deadline for USBA Professional Development is December 1, and shared information about the upcoming Bryce Canyon Leadership Academy retreat in September. She also extended her best wishes to Kim Barnhurst on her retirement.

Facilities Update – President Chivers

President Chivers provided a brief update on current facility projects. Secure vestibule construction is progressing well and is expected to be completed in July. While fuel tanks have been removed from the site, one soil sample showed minor contamination, and the District is awaiting state guidance for remediation. The “blue buildings” have been listed for sale, and bids are currently being solicited for renovation work on the District Office lot. The new preschool building is under budget and approaching substantial completion.

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

President Chivers delivered his closing remarks, expressing appreciation for the work being done across the District. Mr. Timothy added that his primary goal is to help the District operate more efficiently and emphasized that the changes underway are all aimed at improving outcomes for students. He thanked his team for their dedication and highlighted the strong collaboration among District staff and Board members. Dr. Woodford also offered final comments, recognizing Kim Barnhurst for her many years of service and expressing gratitude for the positive and productive working relationships throughout the District.

4. Adjournment

A. Meeting Adjourned

Member Massey motioned to adjourn the business meeting, with Member Maynard seconding. The motion passed unanimously, and the meeting was adjourned at 8:24 p.m.

DATE: June 18, 2025

TO: UINTAH BOARD OF EDUCATION

FROM: Dr. Mistalyn Leis, Director of Human Resources

RE: Board Approval Request for June 18, 2025: Board Approval of New Hires, Newly Assigned Employees; Notification of Separations of Employment

Superintendent Woodford requests Board approval of the following individuals for hire/assignment to new positions:

NEW HIRES – BOARD APPROVAL REQUESTED:

Name	Position	Assignment	FTE	Education/ Training	Source of Funding
Jose Hernandez	Seasonal Landscape Maintenance Worker	Maintenance	1.0	All Required	Program 0285 Maintenance Operations
Tressa Johnson	Seasonal Landscape Maintenance Worker	Maintenance	0.7375	All Required	Program 0285 Maintenance Operations
Mckensea Zelaya	Seasonal Landscape Maintenance Worker	Maintenance	0.7375	All Required	Program 0285 Maintenance Operations
Jenna Farnsworth	SpEd Aide	Discovery	0.7375	All Required	Program 1205 SpEd Add On
Katherine Skinner	SpEd Aide	Discovery	0.7375	All Required	Program 1205 SpEd Add On
Cyndi Valentine	Kindergarten Teacher	Naples	1.0	Bachelor of Science	Program 5201 K-8 Class Size Reduction

				Major: Professional Studies	
Leylahni Munguia Ayon	Intervention Aide	Naples	0.7375	All Required	Program 5420 TrustLands
Alysse Smuin Tanaki	Speech Language Technician	Naples	1.0	Bachelor of Science Major: Communicative Disorders	Program 7530 Medicaid
Domini Sepulveda- Olson	Registrar	UMS	1.0	All Required	Program 0305 School Administration
Shantay Deters	SpEd Lead Preschool Teacher Aide	CEC	0.875	All Required	Program 0183 Specialists and Aides
Chelsie Perez	Office Aide	CEC	0.4875	All Required	Program 0305 School Administration
Shelby Carr	SpEd Preschool Assistant Teacher Aide	CEC	0.7375	All Required	Program 0183 Specialists and Aides
Angela Bradley	SpEd Preschool Assistant Teacher Aide	CEC	0.7375	All Required	Program 1215 SpEd Preschool

NEWLY ASSIGNED EMPLOYEES – BOARD APPROVAL REQUESTED:

Name	Former (Current) Assignment	New Assignment	Effective Date
Annalese Baumgardner	Intervention Aide (24-25 school year only) (0.7375 FTE) @ Ashley	Seasonal Landscape Maintenance Worker (1.0 FTE) @ Maintenance	5/19/2025
Curt Hoffart	Assistant Girls Basketball Coach (0.4875 FTE) @ VMS	Assistant Girls Basketball Coach (0.4875 FTE) @ UHS	6/19/2025
Aspen Mitchell	Assistant Girls Basketball Coach (0.4875 FTE) @ VMS	Assistant Girls Basketball Coach (0.4875 FTE) @ UHS	6/19/2025
Larry Bankston	Custodian (1.0 FTE) @ UHS	Custodian (1.0 FTE) @ UMS	7/1/2025
Denise Williams	Principal (1.0 FTE) @ Maeser	Principal (1.0 FTE) @ VMS	8/1/2025

Stephanie Bills	Assistant Principal (1.0 FTE) @ UHS	Assistant Principal/Athletic Director (1.0 FTE) @ UHS	8/1/2025
Nichole Wong	VP Secretary (0.875 FTE) @ UHS	Finance Secretary (1.0 FTE) @ UHS	8/1/2025
Karli Brown	Intervention Aide (0.7375 FTE) @ Discovery	Half-time Grade 2 Teacher (0.50 FTE) @ Ashley	8/18/2025
Emily Stewart	Computer Specialist (0.65 FTE) @ Discovery	Half-time Grade 2 Teacher (0.50 FTE) @ Ashley	8/18/2025
Reen Slagowski	Grade 4 Teacher (1.0 FTE) @ Ashley	Elementary Teacher (1.0 FTE) @ Discovery	8/18/2025
Elsa Osborn	Grade 2 Teacher (1.0 FTE) @ Ashley	Kindergarten Teacher (1.0 FTE) @ Discovery	8/18/2025
Amanda Remington	Instructional Coach (1.0 FTE) @ USD	Teacher/Intervention Specialist (1.0 FTE) @ EVE (25-26 school year only)	8/18/2025
Neyca Ireland	SpEd Teacher (1.0 FTE) @ Ashley	Grade 4 Teacher (1.0 FTE) @ Lapoint	8/18/2025
Brooklyn Jenson	SpEd Aide (0.7375 FTE) @ Maeser	Part-time Grade 3 Teacher (0.65 FTE) @ Maeser	8/18/2025
Chelsea Walker	Intervention Aide (0.7375 FTE) @ Naples	Grade 3 Teacher (1.0 FTE) @ Naples	8/18/2025
Daniel Wells	Grade 3 Teacher (1.0 FTE) @ Maeser	Grade 3 Teacher (1.0 FTE) @ Naples	8/18/2025
Lynnette Gittins	Grade 1 Teacher (1.0 FTE) @ Maeser	Grade 1 Teacher (1.0 FTE) @ Naples	8/18/2025
Jennifer Ewing	Grade 3 Teacher (1.0 FTE) @ Ashley	Kindergarten Teacher (1.0 FTE) @ Naples	8/18/2025
Amanda Gardiner	Grade 3 Teacher (1.0 FTE) @ Naples	SpEd Teacher (1.0 FTE) @ Naples	8/18/2025
Robert Judd	Grade 4 Teacher (1.0 FTE) @ Naples	Math Teacher (1.0 FTE) @ UMS	8/18/2025
Yuliya Denysenko	SpEd Life Skills Teacher (1.0 FTE) @ EVE	SpEd Mild to Moderate Teacher (1.0 FTE) @ UMS	8/18/2025
Shanona Johnson	SpEd Teacher (1.0 FTE) @ Naples	SpEd Teacher (1.0 FTE) @ VMS	8/18/2025
Brittini Downing	SpEd Life Skills Teacher (1.0 FTE) @ Ashley	SpEd Life Skills Teacher (1.0 FTE) @ UHS	8/18/2025
Sherry Hunting	SpEd Preschool Aide (0.7375 FTE) @ CEC	SpEd Lead Preschool Teacher Aide (0.875 FTE) @ CEC	8/19/2025
McKenzie Lindsay	SpEd Preschool Aide (0.4875 FTE) @ CEC	SpEd Preschool Assistant Teacher Aide (0.7375 FTE) @ CEC	8/19/2025
Isaac Merrick	SpEd OT Aide (0.7375 FTE) @ CEC	SpEd Preschool Assistant Teacher Aide	8/19/2025

		(0.7375 FTE) @ CEC	
Erin Watkins Smith	Intervention Aide (0.60 FTE) @ Discovery	STEM Specialist (0.60 FTE) @ Discovery	8/19/2025
Karinda Jackson	Head Cook (0.875 FTE) @ Maeser	Head Cook (0.875 FTE) @ Naples	8/19/2025
Jennifer Balch	Intervention Aide (0.7375 FTE) @ UMS	Library Media Specialist (1.0 FTE) @ UMS	8/19/2025
Courtney Millecam	Reading Teacher (24-25 school year only) (1.0 FTE) @ UMS	Language Arts Teacher (1.0 FTE) @ UMS	8/19/2025
Abigail Pipes	Reading Teacher (24-25 school year only) (0.50 FTE) @ VMS	Grade 6 ELA Teacher (25-26 school year only) (0.50 FTE) @ UMS	8/19/2025

NEWLY HIRED EXTRACURRICULAR COACHES:

Name	Program	School	Years of Service
Kami Elison	Head Girls Basketball Coach	UHS	5
Kennedy Germer	Volleyball Team Assistant	UHS	\$500-\$1000 (stipend amount depends on funding)
Heidi Russell	Volleyball Team Assistant	UHS	\$500-\$1000 (stipend amount depends on funding)
Krista Critton	Assistant Volleyball Coach	VMS	4
Doris Salazar	Assistant Volleyball Coach	VMS	6