



## **USD Board Business Meeting - Aug 13 2025 Agenda**

Wednesday, August 13, 2025 at 6:00 PM

826 South 1500 East Naples, UT

Page

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

[Live Stream Link](#)

1.01 Welcome/Called to Order

1.02 Reverence

1.03 Pledge of Allegiance

1.04 School Reports

A. [Central Cove Early Learning Center](#) - Erin Brown, School Administrator

1.05 Patron Input - No items have been received in accordance with Board Policy 002.0720.

### **2. BUSINESS/ACTION ITEMS**

2.01 Consent Calendar

4 - 35

A. Minutes - Troy Timothy, Business Administrator

- June 18, 2025 Pending Work Session Minutes [06.18.2025 Work Session Pending Minutes.pdf](#)
- June 18, 2025 Pending Business Meeting Minutes [06.18.2025 Business Meeting Pending Minutes.pdf](#)

B. Contracts Needing Board Approval - Troy Timothy

- [MHI Service Contract](#)

C. Monthly Board Financial Update - Troy Timothy

- [2025.08.08 - Memorandum, Monthly Board Financial Update.pdf](#)
- [FY26 JULY - Revenues & Expenditures By Fund.pdf](#)

D. Early Learning Plan - Jayme Leyba, Elementary Education Director  
[08\\_13\\_25 Early Learning Plan.pdf](#) 

2.02	Policies for Approval on First Reading	36 - 59
	A. <b>010.0020</b> Community Use of School Facilities - Troy Timothy <a href="#">010.0020 Community Use of School Facilities.pdf</a> 	
	B. <b>010.0020-E</b> Facility and Ground Use Fee Schedule (for Elimination) - Troy Timothy <a href="#">010.0020 E (TO BE ELIMINATED).pdf</a> 	
	C. <b>005.1000</b> Certified Employee Evaluation - Dr. Mistalyn Leis, Human Resources Director <a href="#">005.1000 Certified Employee Evaluation.pdf</a> 	
	D. <b>005.0675</b> Association Leave (for Elimination) - Dr. Mistalyn Leis <a href="#">005.0675 Association Leave Policy Board Memo.pdf</a> 	
2.03	Policies for Approval on Second Reading: NONE	
2.04	Adoption of Tax Rates for FY 26, including the Proposed Judgement Levy - Troy Timothy	60 - 64
	• <a href="#">2025.08.13 Board Memo - Tax Rates.pdf</a> 	
	• <a href="#">2025 pt-800.pdf</a> 	
	• <a href="#">2025.08.13 Board Memo FY26 Original Budget Approval.pdf</a> 	
2.05	Personnel Changes - Dr. Mistalyn Leis	65
	• <a href="#">Memo Board Approval List August 2025.pdf</a> 	

### **3. INFORMATIONAL/DISCUSSION ITEMS**

3.01	Purchases Over \$50,000 - Troy Timothy	66 - 77
	• <a href="#">2025.08.07 - Board Memo Purchases over \$50k.pdf</a> 	
3.02	Calendar Items - Dr. Rick Woodford, Superintendent	78 - 79
	• <a href="#">Calendar Items 08.13.2025.pdf</a> 	
3.03	Superintendent and/or Board President follow-up or clarification on items discussed during the meeting	

### **4. CLOSED SESSION**

### **5. ADJOURNMENT**

5.01	Meeting Adjourned
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**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:** June 18, 2025

**Time:** 4:00 p.m. - 6:13 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
- Troy Timothy, Business Administrator
- Christy Nerdin, Director of Secondary Education
- Dr. Mistalyn Leis, Director of Human Resources
- Ryan Maughan, Director of Special Programs
- Jayme Leyba, Director of Elementary Education
- Mindy Merrell, Director of Support Services

**Others Present:**

- James Head
- Tommy Cruz
- Gabe Cook

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

**1. Introduction/Opening**

**A. Welcome/Call to Order**

Troy Timothy welcomed attendees and introduced the Board. President Chivers offered opening remarks and called the work session to order at 4:00 p.m.

**B. Reverence**

The reverence was offered by Vice President Tawnya McKee.

## **2. Policy Revisions**

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

There are no first-reading policies requiring approval at this time.

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

#### **1. 007.0250 Electronic Devices in Public Schools**

Director Christy Nerdin noted one change since the first reading of the policy, specifically in Section 4.0 regarding the use of accessories such as smart eyewear, earbuds, and similar devices. President Chivers asked about feedback received since first reading. Director Nerdin reported that most questions have been related to implementation details—for example, use during elementary recess, the handling of smartwatches, and the use of device lockers. While much of the discussion has focused on logistics, Director Nerdin noted that overall feedback has been positive, with many expressing appreciation for the policy and its anticipated benefits to student learning.

Board Member McClellan asked about the communication plan for informing parents. Director Nerdin responded that the District will begin outreach in late July or early August and is considering incorporating the information into the student registration process to ensure parents are aware of expectations.

#### **2. 005.0631 Sick Leave Bank**

Dr. Leis reported that this policy was circulated to staff prior to the end of the school year. There have been no changes between the first and second readings. As now required by policy, the Sick Leave Bank Committee will review and track usage annually and will report any concerns to the Board if identified. The primary reason for revising this policy was to support the development of the subsequent policy on Postpartum and Parental Leave.

Board Member McClellan asked about the involvement of the Association in the policy's development. Dr. Leis and Dr. Woodford confirmed the Association's participation. There were no further questions.

#### **3. 005.0632 Postpartum and Parental Leave**

This policy stems from legislation passed during the 2024 legislative session. Dr. Leis explained that Human Resource Directors statewide collaborated to develop a model policy and discuss its implementation and implications.

The District's policy is based on the Utah School Boards Association (USBA) model. Notably, Section 4.0 clarifies the definition of "part-time" as employees working fewer than 40 hours per week, who are not eligible under this policy. If approved, the policy will take effect on July 1. There was no further discussion.

#### **4. 005.2350 Highly Needed Educator Salary Supplement**

Dr. Leis provided an overview of changes to the Teacher Salary Supplement Program (TSSP), which has transitioned from state-level administration to local education agencies (LEAs) following the passage of SB 173. The program is now referred to as SSHiNE (Salary Supplement for Highly Needed Educators) and is designed to help attract and retain educators in high-need teaching areas.

The shift to LEA oversight allows for greater flexibility and responsiveness to local staffing needs. Since the first reading, Exhibit A has been added to the policy to identify qualifying teaching assignments. The policy was shared with Dr. Malia Hite, Executive Coordinator of Educator Licensing at the Utah Board of Education, whose feedback led to the addition of a definition now included in the document. Section 5.0 includes updated wording regarding award amounts.

Dr. Leis addressed questions from the Board and emphasized that while the Board retains final authority on which assignments qualify, those designations can be adjusted annually based on staffing needs. Unlike the previous system, stipends will now be paid monthly rather than at the end of each trimester. There was no further discussion.

#### **5. 007.0115 Student Enrollment Options**

Director of Special Programs, Ryan Maughan, presented the policy revision, which consolidates nine existing policies into one. He outlined the changes made since the previous reading which included:

- A definition was added to comply with state requirements, though it does not directly apply to Uintah School District.
- The kindergarten toileting requirement now applies to all students.
- The definition for “Persistently Dangerous School” was revised.
- Section 10.3.1.4 (Home School Exemption) was recommended for removal by the Policy Committee. Director Maughan noted that if this section is removed, the District may need to consider developing a separate policy to address topics related to Utah Fits All.

Board Member McClellan expressed support for removing the related section, but Dr. Woodford stated that it may be required by state code.

Dr. Woodford also clarified that Utah Fits All is included under Dual Enrollment, and since the District is a provider, it is important to retain this language for transparency with the community. He recommended leaving the policy as written.

There were no further questions.

#### **3. Items Requiring Future Board Action**

##### **A. Minutes**

- 1. May 14, 2025, Pending Work Session Minutes**
- 2. May 14, 2025, Pending Business Meeting Minutes**

### **3. June 4, 2025, Pending Public Budget Hearing Minutes**

Mr. Timothy presented the pending meeting minutes for review. With no further concerns or discussion, the Board was advised to approve the minutes as presented. Vice President McKee asked about any changes made to the draft. Mr. Timothy confirmed that only minor revisions were made, with no changes to the substance of the minutes. It was noted that Ms. Chivers will provide a red-lined copy of any future corrections, regardless of significance, for full transparency in subsequent meetings.

### **B. Contracts Needing Board Approval**

Mr. Timothy also reviewed the month's contracts needing Board approval:

- Pitney Bowes: This contract replaces the District's current postage meter and folding machine, which is no longer compliant with recent USPS nationwide security changes. The agreement includes a 60-month lease. The new lease will increase the annual cost from \$4,244.04 to \$5,098.92.
- LINQ School Fees: This payment platform will replace the usage of TES in schools. It will provide better transparency and controls with the management of Fund 21. The proposed agreement will coincide with the expiration of the District's existing LINQ accounting and HR software, which ends March 31, 2027. The cost for the implementation and two-year agreement for LINQ School Fees will be \$7,075.91.

### **C. Review of TSSA Framework and Approval of Plans**

Director Jayme Leyba explained that these plans are used to support student motivation and improve overall student learning outcomes. Jayme confirmed that these plans are vetted through School Community Councils.

President Chivers inquired about the involvement of newly assigned principals. Director Leyba responded that all principals, regardless of tenure at their assigned school, are fully involved in plan development and implementation.

Vice President McKee asked whether plan funds are used for stipends and if those funds are tracked. Director Leyba explained that while stipends are verified through payroll, they are not directly tracked by him. He acknowledged that terms like "awards, recognitions, or stipends" can raise concerns and assured the Board that principals can be asked to provide documentation to track stipend usage.

### **D. 2025-2026 School Board Meeting Schedule**

Mr. Timothy presented the proposed Board Meeting Schedule for the 2025–2026 school year. Regular meetings will be held on the second Wednesday of each month, with the following exceptions:

- **Judgment Levy Hearing** – August 6, 2025
- **Capital Projects Special Meeting** – February 25, 2026
- **April Board Meeting** – Moved to April 1, 2026, to avoid conflict with Spring Break
- **Public Budget Hearing** – Wednesday, June 3, 2026

There was no further discussion.

#### **E. Contributory Retirement Contributions**

Mr. Timothy explained that Tier 1 of the Utah Retirement Systems (URS) includes both contributory and noncontributory pension plans. Most District employees are enrolled in the noncontributory plan, where the District pays the full retirement contribution. A small number (two employees) participate in the contributory plan, which requires a 6% employee contribution.

Under Utah law, employers may choose to cover part or all of that contribution. Historically, Uintah School District has paid five-sixths of the required amount, with employees covering the remaining one-sixth. The Board has previously adopted resolutions to ensure the District's contribution is not considered taxable income.

To maintain consistency, it was recommended the Board approve the same arrangement for fiscal year 2026.

#### **F. 2024-2025 Final Amended Budget**

Business Administrator Timothy noted that the amended budget has been thoroughly reviewed in previous meetings, and a detailed list of changes is available in BoardDocs. Key updates include:

- Shifting certain expenses from federal to state funding
- Land acquisition of the Vernal Avenue property
- Cybersecurity upgrades in response to a recent data disturbance
- Safety improvements and White Fleet vehicle purchases
- Changes in special education

A positive budget note: despite unexpected building material issues at the preschool project, the overall project remains under budget. As a precaution, approximately \$750,000 of the final payment will be carried into the FY2026 budget until the issue is fully resolved in September.

Dr. Woodford added that approximately \$80,000 remains in the project's contingency fund, which is outstanding. He also reported that preschool staff have begun moving into the new facility and that an open house will be held in the coming weeks, providing an opportunity for project architects and contractors to engage with District staff and community members.

#### **G. 2025-2026 Final Preliminary Budget and Tax Rates**

Mr. Timothy reported that there have been very few changes since the last budget hearing. Notable updates include a \$798,000 adjustment in Fund 32 to account for the preschool and agriculture greenhouse projects. Staffing changes—particularly at Uintah High School—are expected to generate some cost savings. However, a contingency reserve is being maintained in anticipation of known upcoming needs.

Tax rates were not formally reviewed during this meeting, as official approval must follow the Truth-in-Taxation hearing scheduled for August 6.

President Chivers emphasized the significant effort put forth by Board members and the Business Department over the past several months, noting the importance and complexity of the process. Mr. Timothy expressed appreciation to his team and administrators for their flexibility and sacrifices, and President Chivers extended gratitude to principals and administrators for their continued support.

#### **H. 2025-2026 Salary Schedules**

Dr. Woodford reported that the Salary Committee has met to review all salary schedules for the new school year, and employees will be awarded steps and lanes in the upcoming year. He requested that the Board adopt and approve the 2025–2026 salary schedules as presented.

While additional data will be available following upcoming meetings, Dr. Woodford shared a preliminary analysis comparing the District's compensation to other districts statewide. He noted that while base salaries may appear somewhat lower, Uintah's doctorate stipend and longevity benefit help close that gap. He also emphasized that differences in contract structures between districts make direct comparisons challenging.

Member Massey expressed surprise at some of the lower increases. Superintendent Woodford clarified that, when combined, the District's proposed increase and the legislative increase amount to an approximate 4% adjustment.

Approval of the salary schedules is included as part of tonight's consent calendar.

#### **I. E-Sports as a Sanctioned Activity at Uintah High School**

Director Christy Nerdin reported that beginning in January 2026, E-sports will officially become a sanctioned activity under the Utah High School Activities Association (UHSAA). Uintah High School has previously operated E-sports as a club, but pending Board approval, the program will transition to a recognized student activity. This change will allow for expanded team participation, more frequent competitions, and greater opportunities for students, including potential scholarships.

Ms. Nerdin introduced teacher James Head, who has led the E-sports club in recent years, and invited him to provide additional information. Students Gabe Cook and Tommy Cruz were also in attendance to offer feedback and support for the program.

Mr. Head explained that the E-sports program aligns with initiatives such as *Keys to Success*, supported by Ken Garff, which promotes student interest in technology-related careers.

Board members asked questions regarding team size, student interest, meeting schedules, and competition logistics. It was noted that most competitions are conducted online, which significantly reduces travel costs compared to other sanctioned activities. State championships are officially recognized, with top teams competing in high-visibility events such as playing on the Jumbotron at the University of Utah, offering valuable exposure and experience for students.

President Chivers asked about the coach's long-term vision for the program. Member Massey inquired about internet connectivity and bandwidth. Mr. Head reported that the team currently uses hardwired ethernet connections in the school's computer lab and has not experienced issues with connection speed. Member Massey recommended collaborating with the District's Technology Department to ensure infrastructure remains adequate as the program grows.

While current team membership is primarily male, the team includes at least one female participant. Game selection is based on accessibility across gaming platforms to ensure inclusive participation. It was noted that, as with all programs, continuation will depend on student engagement and overall success; however, the District aims to provide the necessary resources for students to compete at the state level.

#### **J. TREE Teacher Evaluation Framework**

Superintendent Woodford referenced a memo and supporting documents available in BoardDocs. He reviewed the history of the District's teacher evaluation system, noting that JPAS (Jordan Performance Appraisal System) had been used for many years, originally adopted from Jordan School District.

As part of ongoing improvement efforts, feedback from former HR Director Rick Johnson—provided during his tenure years ago—was taken into consideration during early discussions about evaluation practices. When Christy Nerdin became principal at Uintah High School, she piloted a new instructional framework, IF6. Upon Dr. Leis's appointment as HR Director, she was tasked with addressing the District's evaluation system and worked collaboratively with Christy Nerdin to develop the TREE framework. TREE was piloted in three schools in the first year, followed by a districtwide pilot with revisions based on feedback. This year marks the third year of implementation, and the administration recommended formal adoption of the TREE evaluation and instructional framework, ending its pilot phase.

Dr. Woodford shared key findings from a survey of 141 licensed educators, representing a range of schools, content areas, and years of experience. Results showed consistent and positive trends across the data:

- A high level of teacher confidence in using the framework
- A strong sense of autonomy reported by educators
- Overall support for the TREE professional growth model:
  - 39% felt it did not need revision
  - 49% felt it could use minor revisions
  - 11% felt it needed significant changes

While the Superintendent initially expected roughly one-third of staff to be hesitant about the system, only about 15% expressed significant concerns. To ensure objectivity in sentiment analysis, Dr. Woodford shared that he utilized an AI tool (ChatGPT) to help assess open-ended survey responses. Common themes in teacher feedback included appreciation for administrator presence in classrooms, clarity and practicality of the framework, and support for professional growth.

Adjustments made during the pilot period include:

- Modifications to better support special education teachers
- Clarification of observation protocols and scheduling (noting that principals conducted over 1,700 unscheduled observations this year)
- Streamlining of evaluation criteria to avoid covering too many areas superficially
- Continued focus on minimizing stress and workload during new system implementation

Dr. Leis added that the evaluation policy itself will come before the Board in August. She emphasized that focus groups used to develop the system included a cross-section of educators, including new hires, veteran teachers, and specialists. Feedback from both long-time USD teachers and new staff members was overwhelmingly positive, and a summary of the focus group findings is available in BoardDocs.

Member McClellan inquired about ensuring that every teacher is evaluated. Dr. Leis explained that administrative guidelines include clear standards for a minimum number of observations, with no set maximum. Feedback strongly indicates that teachers value direct, face-to-face communication.

Vice President McKee asked whether using the same evaluation framework for both general and special education teachers is considered best practice. Dr. Leis responded that observation timing—particularly during direct instruction—can be adjusted to better suit special education settings. Dr. Woodford added that while this may vary depending on class size, the system remains effective in both large and small group settings. Ultimately, the most critical measure is student learning outcomes, which will be shared during the business meeting.

It was recommended to formally adopt the TREE teacher evaluation system and instructional framework.

#### **4. Informational/Discussion Items**

Director Merrell approached the Board and recommended moving Item 4: Informational/Discussion Items from the Work Session agenda to the Business Meeting agenda (to be placed under Section 3), for the sake of time and in order to accommodate a student athlete scheduled for recognition who was delayed.

Vice President McKee moved to amend the agenda as recommended, relocating all Informational/Discussion Items (Section 4) from the Work Session to the Business Meeting. Member McClellan seconded the motion. The motion passed unanimously.

## **5. Close of Work Session**

President Chivers entertained a motion to adjourn the Work Session. Member McClellan moved to adjourn. Member Massey seconded the motion. The motion passed unanimously.

The Work Session was adjourned at 6:13 p.m.

DRAFT

**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:** 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 \$50,000**

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: UNTAH 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 Major: Professional Studies	Program 5201 K-8 Class Size Reduction
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 (0.7375 FTE) @ CEC	8/19/2025
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

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

**Date:** August 7, 2025

**Re:** Contract Needing Approval

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**Recommendation:** Approve the contract discussed below.

**Background (rationale):** The Maintenance Department on behalf of Uintah School District completes quarterly preventative maintenance on all chillers district wide. After obtaining two quotes for this service, the district has been offered a locked-in rate of \$2,540.00 annually from MHI Service if a 4-year agreement is signed.

**Policy Implications:** None

**Personnel Implications:** None

**Facility Implications:** None

**Financial/Budget Implications:** The annual cost for the Chiller maintenance, as discussed above, will be \$2,540.00.

**Motion:** I move to approve the above-mentioned contract with MHI Service.

# MHI SERVICE

commercial – industrial  
air-conditioning – heating – refrigeration – ventilation

51 West Gregson  
SALT LAKE CITY, UTAH, 84115  
PHONE (801) 973-2000  
FAX (801) 972-2066

## QUOTATION DATE:

To: Uintah School District

Attention: Jaimy Wadsworth

Subject: Preventative Maintenance Program

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**PLEASE SIGN AND RETURN ONE COPY**  
TERMS: NET 30 DAYS AFTER INVOICE.

THIS QUOTATION IS VALID FOR **30 DAYS** FROM THE ISSUANCE DATE ABOVE.

The agreement shall last for the term of 4 years—This Contract may be terminated without cause by either party, upon thirty (30) days prior written notice given the other party. On termination of this Contract, all accounts and payments will be processed according to the financial arrangements set forth herein for approved services rendered to date of termination.

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Proposal to perform Quarterly Mechanical system maintenance.

Service to Include

Chiller maintenance—Water cooled and Air cooled--

- a. Inspect and tighten electrical connections
- b. Check condenser fan motors and blades (air cooled)
- c. Pressure wash air cooled condensers fall
- d. Check chiller controllers and safeties
- e. Check and log operating pressures and temperatures
- f. Check glycol concentrations (air cooled)

Cost Proposal: \$ per year 2540.00

Hourly Rate regular hours (8:00 am through 4:30 pm Weekdays)	\$ 140.00
Hourly Rate Premium hours: (All other hours)	\$ 210.00

E-Mail- Randy@Midgley-Huber.com

Please let us know if you have any questions.

Sincerely

*Randy K Hoover*

Randy K Hoover  
President  
MHI Service

RH/  
**Utah Contractor license: 4984090-5501**  
**Idaho Contractor License: 006144**

PURCHASER'S ACCEPTANCE:

\_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Print Name)

Its: \_\_\_\_\_

Date: \_\_\_\_\_

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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  
Shawnna Muhme, Superintendent Secretary

**Date:** August 8, 2025

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

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**Recommendation:** I recommend that the Board approve the Monthly Board Financial Update for July 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 July 31, 2025;
  - Year-over-year Fund 10 comparison (FY25 & FY26) as of July 31, 2025;
  - FY25 year-to-date capital outlay spreadsheet update as of July 31, 2025;
  - District-wide regular payroll register for July 2025;
  - District-wide advanced payroll register for July 2025;
  - District-wide AP July 25 check register;
  - UHS July 2025 check register; and
  - Donations to UHS through July 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)

# UINTAH SCHOOL DISTRICT

Revenues & Expenditures by Fund

YTD through July 2026

	<i>in '000,000's</i>	<u>Adj Budget</u>	<u>Actual</u>	<u>Encumbrance</u>	<u>Balance</u>
<b>REVENUES</b>					
10 - MAINTENANCE & OPERATIONS	\$ 83.4	\$ 5.0		\$ 78.4	
21 - SCHOOL ACTIVITY	1.2	0.0			1.2
26 - CDA/RDA	0.8	-			0.8
31 - DEBT SERVICE	2.6	0.0			2.6
32 - CAPITAL OUTLAY	9.2	-			9.2
49 - SCHOOL FOOD SERVICES	3.6	-			3.6
<b>TOTAL REVENUES</b>	<b>\$ 100.9</b>	<b>\$ 5.0</b>			<b>\$ 95.9</b>
<b>EXPENDITURES</b>					
10 - MAINTENANCE & OPERATIONS	\$ 83.4	\$ 1.7	\$ 0.6	\$ 81.1	
21 - SCHOOL ACTIVITY	1.2	0.0	0.0		1.2
26 - CDA/RDA	0.8	-	-		0.8
31 - DEBT SERVICE	2.6	0.1	-		2.5
32 - CAPITAL OUTLAY	8.3	0.4	2.6		5.2
49 - SCHOOL FOOD SERVICES	3.9	0.0	0.6		3.3
<b>TOTAL EXPENDITURES</b>	<b>\$ 100.4</b>	<b>\$ 2.3</b>	<b>\$ 3.9</b>		<b>\$ 94.3</b>
<b>REVENUE/EXPENDITURE VARIANCES</b>					
	<u>Adj Budget Var</u>	<u>Actual Var</u>			
10 - MAINTENANCE & OPERATIONS	\$ 0.0	\$ 2.7			
21 - SCHOOL ACTIVITY	-	(0.0)			
26 - CDA/RDA	-	-			
31 - DEBT SERVICE	-	(0.1)			
32 - CAPITAL OUTLAY	0.9	(3.1)			
49 - SCHOOL FOOD SERVICES	(0.4)	(0.6)			
<b>REVENUE/EXPENDITURE VARIANCES</b>	<b>\$ 0.5</b>	<b>\$ (1.1)</b>			

*Board of Education*

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

## Memorandum

**To:** USD Board Members

**From:** Jayme Leyba, Director of Elementary Education

**Date:** August 13, 2025

**Re:** Approval of 2025-26 USD Early Learning Plan

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**Recommendation:** Approve the 2025-26 USD Early Learning Plan, which was pre-approved by USBE on 8/4/25.

**Background (rationale):** As per [R277-406](#), local school boards must approve the district's Early Learning Plan before September 1 annually. The Early Learning Plan is a comprehensive approach to improving the quality of and access to early learning for all children in Utah, particularly those aged birth to eight years old.

**Policy Implications:** None

**Personnel Implications:** None

**Facility Implications:** None

**Financial/Budget Implications:** Yes

**Motion:**

## Response Summary:

Thank you for submitting an Early Learning Plan for your Local Education Agency (LEA).

This plan provides the Utah State Board of Education (USBE) with information regarding your LEA's early literacy and early mathematics curriculum, established goals, and the implementation of the four components of mathematics instruction as required by Utah State Code 53G-7-218, 53E-3-521, and Board Rule R277-406.

We appreciate your collaborative efforts between LEA literacy and mathematics leaders in the development of this plan.

### Q2. LEA Name

Uintah SD

### Q3. LEA Literacy Leader First and Last Name(s)

Jayme Leyba

### Q4. LEA Literacy Leader Email Address(es)

jayme.leyba@uintah.net

### Q5. LEA Mathematics Leader First and Last Name(s)

JAYME LEYBA

### Q6. LEA Mathematics Leader Email Address(es)

jayme.leyba@uintah.net

### Q7. Please list your LEA Superintendency/Leadership that should be included in goal outcome communications.

Please include their first and last name(s), title(s), and email address(es).

Rick Woodford, Supt.

Rick.woodford@uintah.net

### Q9. Select your evidence-informed core curriculum program(s) for grades K-3 literacy along with the year published or edition.

**\*Evidence-Informed Curriculum(s) (defined in SB 127 as: (i) is developed using high-quality research outside of a controlled setting in the given field, and (ii) includes strategies and activities with a strong scientific basis for use)**

#### [SB 127 \(2022\) Early Literacy Outcomes Improvement](#)

**More than one box may be selected.**

- CKLA (Amplify Core Knowledge Language Arts) 2nd Ed.
- Heggerty Phonemic Awareness 2022
- UFLI Foundations

### Q10. Select your evidence-based intervention program(s)/strategies for grades K-3 literacy along with the year published or edition.

**\*Evidence-based is defined in SB 127 as: means that a strategy demonstrates a statistically significant effect, of at least a 0.40 effect size, on improving student outcomes based on: (i) strong evidence from at least one well-designed and well-implemented experimental study or (ii) moderate evidence from at least one well-designed and well-implemented quasi-experimental study.**

#### [SB 127 \(2022\) Early Literacy Outcome Improvement](#)

For example: 95% Phonics Lesson Library 1st Edition, Read 180 Reading 2022, etc.

**\*Software programs are not considered eligible intervention curriculum for tier 2 and tier 3 instruction.**

**You are able to select more than one.**

- Read 180 Reading 2022

**Q11. List the evidence-informed core curriculum being used in tier 1 K-3 mathematics instruction.**

**For example: Eureka Math Squared, iReady Classroom Mathematics 2024, etc.**

Ready Mathematics

**Q12. List the evidence-informed intervention programs/strategies used for grades K-3 mathematics interventions.**

**For example: Building Fact Fluency Kits, Kickstart Number Sense for Targeted Math Interventions, Bridges Interventions, etc.**

**\*Software programs are not considered eligible intervention curriculum for tier 2 and tier 3 instruction.**

Ready Mathematics

Describe how the following mathematical components are incorporated in tier 1 instruction in grades K-3.

Support Document: [Components of Early Mathematics Resources](#)

**Q32. Conceptual Understanding: the comprehension and connection of concepts, operations, and relations.**

**For example: Incorporate evidence based strategies like implementing mathematical tasks that promote reasoning and problem solving, facilitating meaningful mathematical discourse, engaging students in number talks**

The instructional materials in i-Ready Classroom Mathematics balance the three aspects of rigor. Overall, the three aspects of rigor are not always treated together and are not always treated separately within the materials.

Opportunities for students to build conceptual understanding, procedural skills, and fluency, are frequently learned through real-world applications. Lessons are designed so students engage with all three components of rigor at different points in the lesson.

Understanding lessons focus primarily on developing conceptual understanding; instruction is slowed down during lessons at key points in the instructional sequence-such as the first time a student adds.

Understanding lessons focus on why mathematics works the way it does and relate closely to the standards that are conceptual in nature. Understanding lessons foster conceptual understanding and help students connect new concepts to familiar ones as they learn new skills and strategies.

In Strategy lessons students focus on how mathematics works and promote reasoning, reflection, and making connections between the concepts from the Understand lessons and new skills or strategies. Students persevere in problem-solving, discuss solution strategies and compare multiple representations to solve application problems while developing skills, procedures, and conceptual understanding. Strategy lessons provide time to explore and develop new strategies and models and compare them with concrete, representational and abstract strategies and models, deepening student understanding.

Within Strategy lessons, each Explore and Develop session utilizes the Try-Discuss-Connect instructional routine that promotes mathematical discourse.

During Try It, students spend time making sense of the problem presented, thinking about what they need to find, what information is important and develop initial strategies students might use to solve the problem.

During Discuss It, students develop greater understanding of mathematical representations and solution strategies using partner talk and whole class discourse.

In Connect It, students deepen their understanding and make further connections between models and representations. Students then apply what they have learned in the Apply It portion of each lesson session. Teachers encourage students to solve the problems in more than one way to build flexibility in their thinking.

### **Q33.**

**Procedural Fluency: the meaningful, flexible, accurate, and efficient use of procedures to solve problems.**

**For example: Implement fluency building components of evidence-based mathematics curricular programs (e.g. Building Fact Fluency Kits), Implement evidence-based fluency strategies that promote meaningful, flexible, accurate, and efficient procedures. (e.g. build procedural fluency from conceptual understanding, games that promote fluency, number talks)**

***The use of regular timed testing will NOT be approved as research shows it is ineffective and damaging.***

i-Ready Classroom Mathematics materials are designed so that students attain the fluencies and procedural skills required by the standards. i-Ready Classroom Mathematics provides meaningful, flexible, and accurate procedures and encourages students to use efficient procedures to solve problems. The curriculum design devotes at least one full multi-day lesson to every fluency standard and in some cases, i-Ready Classroom Mathematics provides multiple lessons designed around a single fluency standard. It is important for users to think of fluency standards as having a conceptual underpinning first.

Students gain a deep conceptual understanding of “the why” in Understand lessons before establishing “the how” of productive and correct strategies in the Strategy lessons. Many of those sessions begin with a Start activity called Develop Fluency where students specifically practice and apply a procedure. Since building fluency requires a deep understanding of both strategies and algorithms, and the ability to be flexible to select appropriate and efficient methods, i-Ready Classroom Mathematics is designed with multi-day lessons broken down into sessions that enable students to Explore, Develop and Refine their learning. Students must know what they are practicing in order for the practice to be effective. Similarly, students cannot be fluent in something they do not understand. i-Ready Classroom Mathematics provides learning opportunities for developing understanding, learning strategies, and practice for fluency and procedural skills.

Each i-Ready Classroom Mathematics lesson integrates procedural skills and fluency instruction throughout. During Explore sessions students make sense of problems and discuss them with classmates to make connections. During Develop sessions, students develop strategies and procedures and begin to analyze their appropriateness for different types of problems. Refine sessions are dedicated to students experiencing multiple problem types and determining the appropriateness of strategies. During Refine sessions students make decisions on which strategy is most efficient when solving each problem.

**Q34. Strategic and Adaptive Mathematics Thinking: the ability to formulate, represent, and solve mathematical problems with the capacity to justify the logic used to arrive at the solution.**

**For example: Implement evidence-based strategies including engaging students in the Standards for Mathematical Practice in the Utah Core Mathematics Standards, engaging in rigorous mathematical tasks.**

i-Ready Classroom Mathematics incorporates numerous strategies for students to develop strategic and adaptive mathematical thinking.

Strategy lessons have a strong focus on problem-solving using the Try-Discuss-Connect instructional routine.

Try It provides time for students to work with peers on a low-entry, high-ceiling problem that encourages students to formulate a strategy to solve and represent the scenario.

Discuss It offers multilevel opportunities for students to discuss and justify their strategies.

Connect It provides time for students to compare and connect multiple representations and strategies to justify a solution.

Math in Action lessons for grades 2–3, students interact with rich multi-step problems and exemplary responses, then apply critical thinking to solve the task another way. These complex problems integrate multiple standards from the unit and include open-ended real-world tasks that help students refine their ability to answer more robust problems and justify their solutions

**Q35. Productive Disposition: the attitude of a student who sees mathematics as useful and worthwhile while exercising a steady effort to learn mathematics.**

**For example: Implement evidence-based strategies including goal setting, supporting positive mathematical experiences, promoting positive mathematical mindsets.**

i-Ready Classroom Mathematics integrates evidence-based strategies. As students learn new mathematical concepts, they also learn about themselves, other students, and the communities and relationships that link them together. i-Ready Classroom Mathematics embraces this union and supports a growth mindset, goal-setting, positive mathematical experience, and social-emotional learning mathematical achievement at the same time. The Try-Discuss-Connect instructional routine encourages students to reflect on their own understanding, persist through challenges and respond positively to feedback. Built-in Language routines promote opportunities for students to speak, listen, read and write about mathematical concepts, situations and ideas. Curriculum Associates fundamentally believes that all students deserve access to high-quality, equitable educational resources. As such, we strive to ensure that all learners, regardless of disability, cultural identity, economic status or circumstance, and linguistic background can:

Believe in themselves and see themselves as learners

Access and engage with our instruction and assessment materials

See their personal and cultural experiences reflected in our content

Engage with ideas and rigorous standards by meeting individual student needs

**Q8. The state growth goal requires 60% of first through third grade students to make typical, above typical, or well above typical growth from beginning of year to the end of the year as measured by Pathways of Progress on the Acadience Math assessment.**

Per [53G-7-218](#) and [R277-406](#), an LEA that fails to meet the State Growth Goal in Math **MUST** participate in the USBE Math System of Support.

- We understand the expectation for meeting the State Growth Goal for math and agree to participate in the USBE Math System of Support if our LEA fails to meet the goal as outlined above.

Your LEA is responsible for creating two goals that are specific to your LEA, measurable, address current performance gaps in students' mathematics proficiency based on data, and include specific strategies for improving outcomes. (53G-7-218)

Please answer the questions below to generate your goal.

**Q14. Goal 1:**

**What is your LEAs last day of school?**

May 29, 2026

**Q16. What grade level will this goal focus on?**

- Second Grade

**Q19. What Acadience Math measure will your goal focus on? (e.g. composite, NNF, computation)**

We will focus on composite

**Q21. What is the target increase in the percentage of students scoring at or above benchmark from the beginning of the school year to the end of the school year?**

- 4%-6%

**Q22. How will you achieve this goal? What evidence-based strategies will you implement?**

By strategically implementing response to intervention(screen, diagnose, align interventions, monitor progress, adjust) through tight use of Ready Math curriculum and resources as well as a new MTSS flow for all students. We have this goal to improve math proficiency for all K-3 students.

Your LEA is responsible for creating two goals that are specific to your LEA, measurable, address current performance gaps in students' mathematics proficiency based on data, and include specific strategies for improving outcomes. (53G-7-218)

Please answer the questions below to generate your goal.

**Q2. Goal 2:**

**What is your LEAs last day of school?**

May 29, 2026

**Q3. What grade level will this goal focus on?**

- Third Grade

**Q4. What Acadience Math measure will your goal focus on? (e.g. composite, NNF, computation)**

Composite

**Q5. What is the target increase in the percentage of students scoring at or above benchmark from the beginning of the school year to the end of the school year?**

- 7%-10%

**Q6. How will you achieve this goal? What evidence-based strategies will you implement?**

by strategically implementing response to intervention(screen, diagnose, align interventions, monitor progress, adjust) through tight use of Ready Math curriculum and resources as well as a new MTSS flow for all students. We have this goal to improve math proficiency for all K-3 students.

**Q31. The LEA assures that it is in compliance with State Code [53E-4-307.5](#), [53G-7-218](#), [53E-3-521](#) and Utah Board Rule [R277-406](#) applicable to this program.**

- Agree

**Q32. The LEA has adopted high quality literacy instructional materials and intervention programs aligned with the effective research regarding the science of reading and the LEA's reading strategies meet the criteria in Section [53G-11-303](#).**

- Agree

**Q33. Our LEA assures that we will complete and submit the Goal Attainment Survey by July 15, 2026.**

- Agree

**Q39. Our LEA assures that we will present the outcomes of our Early Learning Plan and attainment of our goals to our school board in an open and public meeting as required in [R277-406](#).**

- Agree

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**Embedded Data:**

N/A

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

**Date:** August 8, 2025

**Re:** Revised Policy 010.0020 – *Community Use of School Facilities*;  
Elimination of Policy 010.0020 E – *Facility and Grounds Use Fee Schedule*

### **Recommendation:**

I recommend the Board approve the revised Policy 010.0020, including the updated fee schedule, which was previously housed as a separate policy (010.0020 E). This revised policy will consolidate the two documents, which will enhance public understanding, streamline our internal processes, and support the successful implementation of the *Event Manager* system.

### **Background (rationale):**

The policy has been thoroughly updated to bring it into compliance with recent changes to Utah Code and to better reflect the District's operational practices. Key revisions include:

- **Alignment with Utah Code** – Updated to ensure full compliance with state laws governing public facility use.
- **Enhanced Liability Language** – More detailed and specific language regarding insurance requirements and liability restrictions for users.
- **Spelling, Grammar, and Formatting Improvements** – Cleaned and standardized throughout the policy for clarity and professionalism.
- **Updated Terminology** – Outdated references have been removed or updated.
- **Integration with Event Manager** – Aligned policy language with the launch of our new facility scheduling and management software, *Event Manager*.

*Board of Education*

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

### **Fee Schedule Integration**

Historically, the associated fee schedule (010.0020 E) was maintained as a separate policy document. I have consolidated this into the main policy document to improve transparency and ease of access for community users.

While no pricing amounts were changed, the following structural changes were made to the fee schedule:

- **Removal of Medium-Sized Group Pricing** – This category has been eliminated for clarity and consistency.
- **Reordered and Categorized Entries** – All fees have been grouped by type and purpose to facilitate easier searching and understanding by users.

#### **Policy Implications:**

Will eliminate Policy 010.0020 E, *Facility and Grounds Use Fee Schedule*. This policy has been updated and incorporated into the policy and, if approved, will no longer exist as a standalone document.

#### **Personnel Implications:**

None.

#### **Facility Implications:**

Improved access control and security.

#### **Financial/Budget Implications:**

Improved cost recovery, reduced risk of financial liability.

#### **Motion:**

"I move that the Board approve, on first reading, the revised Policy 010.0020, *Community Use of Uintah School District Facilities*, which incorporates the contents of Policy 010.0020 E, *Facility and Grounds Use Fee Schedule*, into a single, consolidated document—thereby eliminating Policy 010.0020 E as a standalone policy."

## UINTAH SCHOOL DISTRICT POLICY ACTION REVIEW

1st Reading	08/06/2025	New	
2nd Reading		Revised	X
Approved		Substitute	

### 010.0020 COMMUNITY USE OF SCHOOL UINTAH SCHOOL DISTRICT FACILITIES

*REVISES POLICY 010.0020 - COMMUNITY USE OF SCHOOL FACILITIES AND REPLACES POLICY 010.0020 E - FACILITY AND GROUNDS USE FEE SCHEDULE (BOTH LAST REVISED ON 01/12/2022).*

#### 1.0 COMMUNITY USE OF SCHOOL FACILITIES GENERAL POLICY STATEMENT

It is the intent of the School Board to establish guidelines for community use of school Uintah School District-owned facilities that are within guidelines set in consistent with Utah State Code Annotated 53A-3-413 §53G-7-209 and 53A-3-414 §53G-7-210. By submitting a facility use request, the applicant agrees to abide by all terms and conditions of the policy. Failure to comply may result in fines, the termination of current use, and the denial of future access to facilities.

- 1.1 Any unauthorized use of school district facilities may result in individual(s) being required to leave the facility grounds.
- 1.2 Authorized use of school district facilities or grounds will require a permit to be issued. The permit must be available for presentation at the request of the community use supervisor. All outside facility use must be pre-approved by Uintah School District personnel via the Facility Use Request Portal located on the District website.
- 1.3 Use of School district facilities are to be used at each person's own risk. 63G-7-301 provides the school district immunity and its employee's immunity for use of school district facilities and grounds. Use of facilities is at the applicant's own risk. The District's liability for any incident is subject to the provisions of the Utah Governmental Immunity Act, Utah Code Title 63G, Chapter 7. Nonprofit entities and non-commercial users (which include individuals and community groups) receiving approval to use school facilities as a civic center in accordance with this policy are not required to provide evidence of liability insurance indemnifying the District. Approved non-commercial use is a "Permit" under Utah Civic Center statutes at Utah Code Ann. §53G-7-209 to 210.
- 1.4 For liability insurance requirements please refer to the Uintah School District Financial Procedures Manual. Commercial users renting a District facility are required to provide a Certificate of Insurance for liability and property damage prior to the event. The Certificate shall be for \$1,000,000 per occurrence and \$3,000,000 for general aggregate. Uintah School District shall be named as additional insured with the physical address, 826 South 1500 East, Naples, UT 84078.

- 1.5 Any use of school District-owned buildings or land will require supervision as provided by the School District at the cost to of the entity or group using the facility or grounds.
- 1.6 No tips, gratuities, or payments not specified in the contract will be offered to or paid to accepted by any school employee.
- 1.7 The Board of Education authorizes the Superintendent of Schools or Business Administrator the right to assess special charges or deposits for unusual functions or use of school buildings.
- 1.8 The Board of Education authorizes the Superintendent of Schools or the Business Administrator the right to waive fees for government entities and their political subdivisions as long as if it is in the best interest of the Uintah School District, as outlined in Utah Code §11-13-102 regarding interlocal cooperation. Such an agreement shall be in the form of a Memorandum of Understanding (MOU) or contract if use is planned for multiple times each year and shall supersede this policy.
- 1.9 All building and/or facility requests that deviate from the approved fee schedule, except as stated in 1.7 and 1.8, must be approved in advance by formal action of the Board of Education and may shall be in the form of an MOU or a contractual agreement.

## 2.0 REGULATIONS GOVERNING THE USE OF SCHOOL FACILITIES

- 2.1 All non-school organizations will submit to the School District official Building Use Coordinator the applicable documentation required application and assessed fees prior to the school district facility or grounds being reserved scheduled event. If special circumstances prevent advance payment, then payment must be remitted within 30 days of the invoice date.
- 2.2.1 Reservations for School District facilities or grounds use will not be accepted more than three months in advance or less than two days in advance. Exceptions may be made in an MOU if it is in the best interest of the Uintah School District.
- 2.3.2 If an event is scheduled less than 21 calendar days in advance, the School District building use official may reject use of the facility if in their opinion the proper requirements cannot be met prior to the event. This determination includes the inability to schedule a building supervisor or other personnel needed for the event. Requests may be denied if requirements cannot be met.
- 2.4.3 Sponsoring organizations or applicants will be charged for supervision from the time they enter the building until the building is cleaned and locked up. Uintah School District will hire and assign a building use supervisor or supervisors depending on the size of the group.
- 2.4 Applicants are responsible for providing any additional supervision needed, i.e., police protection, parking supervision, etc. District Building Use Coordinators officials can require any applicant or organization to furnish additional supervisors, police protection, parking supervision, etc. if it is in the best interest of Uintah School District. Refer to the Uintah School District Financial Procedures Manual for additional details.

- 2.5 All users of District facilities are responsible for supervising their own participants. District supervisors are present to address building-related matters only; they are not responsible for monitoring or managing participant behavior.
- 2.5
- 2.6 The Superintendent of Schools or Business Administrator may reject and/or cancel any group if it is in the best interest of the Uintah School District. Upon cancellation, the group may appeal to the Board of Education.
- 2.7 Arrangements for any special equipment, facilities, or personnel shall be made at the time the community use contract is finalized of application and before the permit is issued. School District equipment is never to be removed from the school premises.
- 2.8 Smoking, use of tobacco products, and alcoholic beverages are not permitted in school facilities or on school grounds. Discovery of such activities or vulgar language will result in the offenders being removed from the school district facilities or grounds. Such a violation may result in the group being removed from the facility/grounds and may result in the group's inability to rent the facility/grounds in the future.
- 2.92.8 Misuse of facility/grounds may result in the groups' inability to rent the facility/grounds in the future.
- 2.10 Use of materials on walls, floors, or other parts of the building is prohibited without specific approval of the district building use official.
- 2.11 Electrical equipment cannot be used without specific approval of the district building use official.
- 2.122.9 Rental contracts are non-transferable.
- 2.132.10 No refund shall be allowed unless the District Building Use Coordinator official is notified at least ten working days prior to the rental date on the contract.
- 2.14 Applicant shall agree to pay the cost of all damage done to any Uintah School District property, directly or indirectly related to the applicant's use. Any additional charges assessed by the school or District must be paid within 10 days of the invoice date.
- 2.152.11 No outside properties property or equipment may be brought into the building without prior approval from of the District Building Use Coordinator official. When permission is granted, such property or equipment shall be removed immediately following its use. The School Board or its agent is not responsible for damages to such property or equipment.

### 3.0 RESTRICTIONS ON PUBLIC USE OF SCHOOL FACILITIES

- 3.1 Gambling, raffles, bingo, or other games of chance are unlawful and prohibited in school District facilities.
- 3.2 Programs interfering with regular schoolwork or programs classified as a nuisance by school officials shall be prohibited.
- 3.3 No school facility shall be available for dances except those sponsored by the school or approved by the District Building Use Coordinator official.

- 3.4 Political signage must be pre-approved by the Building Use Coordinator. A “political sign” is any sign or document that advocates the election or defeat of a candidate for public office or the approval or defeat of a ballot proposition.
- 3.5 Use of tape and other adhesive materials to save seats is prohibited.
- 3.6 Smoking, vaping, the use of alcohol or drugs, and vulgar or inappropriate behavior is not allowed on school property, both inside and outside the buildings.
- 3.7 Weapons such as knives, fireworks, or other explosive/combustible materials are strictly prohibited. Firearms are generally prohibited on District property or in conjunction with District-sponsored or approved activities under both federal and Utah law, with limited exceptions allowed only for:

  - 3.7.1 Individuals holding an active Utah Concealed Firearm Permit, in accordance with USD Policy 005.2150, *Concealed Weapons in Schools*;
  - 3.7.2 Persons exempt by statute (e.g., law enforcement); or
  - 3.7.3 Those with explicit administrator approval for lawful, authorized purposes (e.g., designated School Guardians).
- 3.8 The use of inflatable play equipment (e.g., bounce houses) is prohibited.
- 3.9 Cleats or other shoes that will damage flooring surfaces are not permitted in buildings.
- 3.10 Use of materials on walls, floors, or other parts of the building is prohibited without specific approval of the District Building Use Coordinator.
- 3.11 Electrical equipment cannot be used without specific approval from the District Building Use Coordinator.

## 4.0 SUPERVISION

- 4.1 The District Building Use Coordinator official is responsible for assigning to assign-needed staff to provide supervision for the building during rental periods. A checklist of expectations for all building use supervisors ~~will be required to~~shall be signed off for each supervised event.

  - 4.1.1 In order to better protect District facilities and grounds, the advertising of building use supervisors positions shall be given in-house preference.
  - 4.1.2 The building use supervisor may waive his/her fee. The waiver of supervisor fees is permissible only when the assigned supervisor is not actively participating in or managing the event. This waiver is exclusively for current District employees who are regularly engaged in a primary supervisory role for District facilities. It is not extended to former employees or those whose supervisory capacity is not active and ongoing for the District.
  - 4.1.2 However, if the supervisor waives his/her fee, the supervisor cannot participate, coach, or administrate as part of the event. The supervisor must be available at all times to provide supervision on behalf of the Uintah School District. Exceptions may be made in an MOU if it is in the best interest of the Uintah School District.

- 4.1.3 Depending on the scale of the event, extra building use supervisors may be required by the School District ~~B~~uilding ~~U~~se ~~C~~oordinator official. For instance, a tournament or other spectator program may need more supervision than a single club practice. Those decisions will be made at the discretion of the District ~~B~~uilding ~~U~~se ~~C~~oordinator official.
- 4.2 A ~~Uintah School District~~Uintah School District Child Foods & Nutrition (CFN) employee school foods employee must be in attendance whenever the kitchen is used. The ~~USD School Foods~~District CFN employee will be hired for the purpose of supervising the use of the equipment and cleaning according to the standards of the Department of Health. The ~~School Foods Service~~District CFN employee shall not prepare meals or assist unless prior arrangements have been made through the District ~~B~~uilding ~~U~~se ~~C~~oordinator official.
- 4.3 All foods used in banquets or luncheons and all other expenses incurred shall be accounted for separately from regular school programs. No food purchases for the regular school lunch shall be used in any banquet or special luncheon.
- 4.4 Emergency use of school facilities must be according to plans approved by the Board of Education or under the direction of duly authorized government agencies empowered to commandeer school facilities.
- 4.5 The District/school reserves the right to reschedule or cancel any event.

## 5.0 SCHEDULE OF FEES

- 5.1 A schedule of fees is attached to this policy. Changes to the schedule of fees will be presented to the Board of Education on an annual basis.
- 5.2 Non-payment may result in denied access to future facility use.

## 6.0 USE OF GRAND PIANO

- 6.1 Grand pianos are to be used solely for legitimate musical performances:
  - 6.1.1 Professional performances such as those hosted by the Uintah Arts Council.
  - 6.1.2 Piano recitals and events hosted by the Utah Music Teachers Association and the Utah Federation of Music Clubs.
  - 6.1.3 School Assemblies with performances by advanced piano students.
  - 6.1.4 Other events approved by an authorized school teacher, the ~~D~~istrict ~~A~~rt ~~C~~oordinator, or the building supervisor.
- 6.2 The Steinway piano is to be used solely for performances as stated in 6.1.1 and 6.1.2.
  - 6.2.1 Use of the Steinway for piano recitals hosted by the Utah Music Teachers Association and the Utah Federation of Music Clubs are to be regional and competitive recitals only.
- 6.3 Care and use of ~~school~~District grand pianos will adhere to the following standards:
  - 6.3.1 Prior to any event, a Grand Piano Use Form and a Building Use Application must be completed and returned to the appropriate school principal.

- 6.3.2 Upon approval, arrangements for set-up and storage must be made with either an authorized school teacher or the ~~D~~istrict ~~A~~rts ~~C~~oordinator and the building supervisor.
- 6.3.3 Students are not to have access to a grand piano without authorized teacher supervision.
- 6.3.4 Grand pianos are not to be used as a prop.
- 6.3.5 Nothing is to be used or placed on a grand piano except for sheet music.
- 6.3.6 No less than two trained individuals [District employees](#) will move a grand piano.
- 6.3.7 Protective covers will remain on the grand piano at all times when not in use.
- 6.3.8 Uintah School District will ~~be in charge of~~ [facilitate](#) tuning the grand pianos once a year.
- 6.4 Damages to a grand piano resulting from the failure to follow the prescribed policy will result in the responsible party paying replacement cost directly to Uintah School District.
- [6.5](#) Any individual failing to follow the established rules governing the use of the School District grand pianos will not be allowed future use of said instruments.

## [7.0 CONTACT INFORMATION](#)

- [7.1 To request facility use, visit the District website at <http://www.uintah.net>. \(Menu > District Information > Building Use\).](#)

[For general questions:](#)

[Uintah School District Facility Use Coordinator:](#)  
[\(435\) 781-3100 x.1026](#)

[For Uintah High School questions:](#)

[UHS Facility Use Coordinator:](#)  
[\(435\) 781-3110 x.2602](#)

# Uintah School District

## Facility Use Fee Schedule



### NOTES

- All rates are per hour unless noted.
- Personnel rates may vary depending on hours required and event size.
- Additional staffing may be required depending on the facility used (e.g., kitchen, auditorium, or stadium).
- Cleaning deposits are refundable if no damage or excessive cleanup is required.
- Events during holidays or school breaks are subject to higher staff costs.
- Additional equipment use is priced separately. If Uintah School District equipment is used, a District representative must be present.

### Costs by Customer Type

<u>Space or Equipment</u>	<u>Non-Commercial</u> <u>Youth / K-12</u>	<u>Gov. / Nonprofit /</u> <u>Charitable</u>	<u>Commercial Use</u>
<b>Performance Spaces</b>			
<u>Auditorium</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>Little Theater</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>Sound System (Auditorium)*</u>	<u>No Fee</u>	<u>\$15</u>	<u>\$15</u>
<u>Stage Lighting (Auditorium)*</u>	<u>\$25</u>	<u>\$25</u>	<u>\$25</u>
<b>Athletic Facilities</b>			
<u>Main Gym</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>Wrestling Room</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>Weight Room</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>Outdoor Field(s)</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>Stadium (Includes track &amp; football field)</u>	<u>\$75</u>	<u>\$75</u>	<u>\$150</u>
<u>Press Box at Stadium*</u>	<u>\$15</u>	<u>\$15</u>	<u>\$25</u>
<u>Outdoor Lights (Flat cost per field, per night)</u>	<u>\$50</u>	<u>\$50</u>	<u>\$50</u>
<u>Tennis Courts</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>

<u>Turf Farm (VMS)</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>UHS Training Facility</u>	<u>\$50</u>	<u>\$50</u>	<u>\$50</u>
<b>Indoor Common Areas</b>			
<u>Cafeteria</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>Commons</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>Kitchen*</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<b>Instructional Spaces</b>			
<u>Classroom</u>	<u>No Fee</u>	<u>\$10</u>	<u>\$10</u>
<u>Science Lab</u>	<u>No Fee</u>	<u>\$10</u>	<u>\$10</u>
<u>Computer Lab*</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<u>Vocational Shop</u>	<u>\$10</u>	<u>\$40</u>	<u>\$40</u>
<u>Dance Room</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>
<b>Other</b>			
<u>Parking Lot</u>	<u>No Fee</u>	<u>\$40</u>	<u>\$40</u>

Facilities/equipment marked with an asterisk (\*) require additional staff.

## Personnel & Service Fees

<u>Service or Staff Role</u>	<u>Youth / K-12 Events</u>	<u>Gov. / Nonprofit / Charitable</u>	<u>Commercial Use</u>
<b>Deposits &amp; Cleaning Fees (Flat Cost)</b>			
<u>Cleaning Deposit – Small Group (Up to 500 attendees)</u>	<u>\$100</u>	<u>\$100</u>	<u>\$100</u>
<u>Cleaning Deposit – Large Group (500+ attendees)</u>	<u>\$200</u>	<u>\$200</u>	<u>\$200</u>
<u>Sanitizing Fee – Small Group (Nonrefundable)</u>	<u>\$25</u>	<u>\$25</u>	<u>\$25</u>
<u>Sanitizing Fee – Large Group (Nonrefundable)</u>	<u>\$50</u>	<u>\$50</u>	<u>\$50</u>
<b>Required / Optional Personnel</b>			
<u>Building Use Supervisor</u>	<u>\$30</u>	<u>\$30</u>	<u>\$30</u>
<u>Custodial Staff</u>	<u>\$30</u>	<u>\$30</u>	<u>\$30</u>
<u>Kitchen Staff (if using kitchen space)</u>	<u>\$30</u>	<u>\$30</u>	<u>\$30</u>

<u>Light/Sound Technician (if using equipment)</u>	<u>\$30</u>	<u>\$30</u>	<u>\$30</u>
<u>Security (Police, Fire .)</u>	<u>Actual Cost</u>	<u>Actual Cost</u>	<u>Actual Cost</u>
<u>Holiday Personnel Rate (Holidays, School Holiday Breaks)</u>	<u>\$45</u>	<u>\$45</u>	<u>\$45</u>



## UINTAH SCHOOL DISTRICT POLICY ACTION REVIEW

1st Reading	08/06/2025	New	
2nd Reading		Revised	X
Approved		Substitute	

### **010.0020-E FACILITY AND GROUNDS USE FEE SCHEDULE**

*TO BE ELIMINATED AS A STANDALONE POLICY AND BE ADDED TO REVISED POLICY 010.0020, COMMUNITY USE OF SCHOOL FACILITIES (LAST APPROVED 01/12/2022).*

**UINTAH SCHOOL DISTRICT**  
**Facility and Grounds Use Fee Schedule**  
*Rates are per hour unless noted.*

<b>Facility (Current Fee)</b>	<b>Non-Business Events Involving K-12 Kids</b>	<b>Gov Charitable Not-For Profit</b>	<b>Commercial or Fee Charged</b>
Auditorium	No Fee	\$40	\$40
Little Theater	No Fee	\$40	\$40
Auditorium Sound (Tech must be present)	No Fee	\$15	\$15
Auditorium Lights (Tech must be present)	\$25	\$25	\$25
Gymnasium - UHS/VJH/VMS	No Fee	\$40	\$40
Gymnasium - Elementary Schools	No Fee	\$40	\$40
Field - Non-Turf	No Fee	\$40	\$40
Stadium (Includes track and football field)	\$75	\$75	\$150
Stadium With Press Box (Tech must be present)	Add'l \$15	Add'l \$15	Add'l \$25
Field - General Area	No Fee	\$40	\$40
Tennis Courts	No Fee	\$40	\$40
Parking Lot	No Fee	\$40	\$40
Cafeteria/Commons	No Fee	\$40	\$40
Kitchen (Must have USD Cook present)	No Fee	\$40	\$40
Classroom - 1st	No Fee	\$10	\$10
Classroom - Additional	No Fee	\$10	\$10
Dance Room	No Fee	\$40	\$40

<b>Facility (Current Fee)</b>	<b>Non-Business Events Involving K-12 Kids</b>	<b>Gov Charitable Not-For Profit</b>	<b>Commercial or Fee Charged</b>
Turf Farm (By VMS)	No Fee	\$40	\$40
UHS Athletic Center	\$50	\$50	\$50
Wrestling Room	No Fee	\$40	\$40
Weight Room	No Fee	\$40	\$40
Computer Lab (Tech must be present (\$40)	No Fee	\$40	\$40
Science Lab	No Fee	\$40	\$40
Vocational Shop	\$10	\$40	\$40
Outdoor Lights Flat Fee (Per Field Per Night)	\$50	\$50	\$50

<b>Personnel</b>	<b>Events Involving K-12 Kids</b>	<b>Gov Charitable Not-For-Profit (Kids)</b>	<b>Commercial or Fee Charged</b>
Group Size	<b>Small Group</b> 1-150	<b>Medium Group</b> 151-500	<b>Large Group</b> 501+
Cleaning Fee Deposit (A portion may be refunded, depending on the cleaning checklist).	\$100	\$100	\$200
Sanitizing Fee (Non-Refundable)	\$25	\$35-\$50	Negotiated per event
Personnel and Utilities	All charges per hour	All charges per hour	All charges per hour
Building Use Supervisor	\$30	\$30	\$30
Custodial Staff	\$30	\$30	\$30
Kitchen Staff	\$30	\$30	\$30
Light/Sound Technician	\$30	\$30	\$30
Security/Police/Fire	Actual Cost	Actual Cost	Actual Cost
Above Positions - Holiday, School Holiday Break, Sunday	\$45	\$45	\$45

Equipment use is priced separately. A School District representative must be present if school district equipment is used.

---

*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:** Mistalyn Leis, HR Director

**Cc:** Rick Woodford, Superintendent  
Troy Timothy, Business Administrator  
Shawnna Muhme, Superintendents Secretary

**Date:** August 11, 2025

**Re:** 005.1000 Certified Employee Evaluation

---

**Recommendation:** The policy committee is recommending that the Uintah School Board approve policy 005.1000 Certified Employee Evaluation on first reading.

**Background (rationale):** The TREE teacher evaluation system has been created in conjunction with the instructional framework. The system was piloted in three schools, Naples, UHS, and Maeser during the 22-23 school year, then piloted in all schools during the 23-24 and 24-25 school year. Feedback has been gathered during the pilot years from teachers and administrators. This policy is in line with state board rules and patterned after the state model policy. The policy was reviewed by Julie Lundell, School Leadership and Improvement Specialist at USBE. Her email is included in the board packet.

**Policy Implications:** None

**Personnel Implications:** Nothing of note.

**Facility Implications:** None

**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](http://www.uintah.net)



*"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

**Financial/Budget Implications:** Creating and adopting our own program has allowed us to cut funding that was previously used to purchase JPAS materials and training needs.

**Motion: Motion to adopt and approve policy 005.1000 Certified Employee Evaluation on first reading.**

**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](http://www.uintah.net)

## UINTAH SCHOOL DISTRICT POLICY ACTION REVIEW

1st Reading		New	
2nd Reading		Revised	
Approved		Substitute	X

### **005.1000 CERTIFIED EMPLOYEE EVALUATION**

*REPLACES POLICY 005.1000 EVALUATION FOR LICENSED PERSONNEL (LAST APPROVED 08/08/2018)*

#### 1.0 GENERAL POLICY STATEMENT

1.1 The purpose of the district's evaluation system is to provide educators with clear expectations of evidence based instructional practices, provide timely and actionable feedback, and grow capacity of all educators to become highly effective. The components are designed to meet Utah Code and Utah Administrative evaluation requirements while providing school-level feedback and support.

#### 2.0 DEFINITIONS

2.1 "Administrator" means an individual who holds an appropriate license and who supervises educators.

2.2 "Career educator" means a licensed employee who has a reasonable expectation of continued employment under the policies of the Board.

2.3 "Educator" means an individual employed by the district who is required to hold a professional license issued by the State Board of Education, except:

2.3.1 a superintendent, or

2.3.2 an individual who:

2.3.2.1 works less than three hours per day; or

2.3.2.2 is hired for less than half of the school year.

2.4 "Evaluator" means a person who is responsible for an educator's summative evaluation

2.5 "Provisional educator" means an educator employed by the district who has not achieved status as a career educator within the district. A new employee is provisional for a minimum of three years. Provisional status can be extended according to District Policy 005.1200 *Standards of Conduct and Due Process*.

2.6 "Certified evaluator" means an educator who has been trained in evaluating educator performance and has demonstrated competency in using an educator evaluation tool to rate educator performance according to established standards.

2.7 "Performance" means the combination of an educator's professionalism consistent with:

2.7.1 The Utah Effective Educator Standards

2.7.2 student academic growth, and

2.7.3 continual professional growth as an educator

- 2.8 “Unsatisfactory performance” means a level one summative evaluation rating.
- 2.9 “Formative evaluation” means a planned, ongoing process which allows educators to engage in reflection and growth of professional skills as related to the Utah Effective Teaching Standards.
- 2.10 “Summative evaluation” means an evaluation conducted by a supervisor that summarizes an educator’s performance during an evaluation cycle that is used to make decisions or ratings of an educator’s performance and that may inform decisions related to the educator’s salary, continued employment, personnel assignment, transfer, or dismissal.
- 2.11 “Summative evaluation rating” means a rating of an educator’s performance that assigns one of three levels.
- 2.11.1 A fourth level may be added when needed for other USBE approved funding or rating needs.
- 2.12 “Chronically absent” means a student who was enrolled in the District for at least 60 calendar days and missed 10% or more days of instruction (whether the absence was excused or not).
- 2.13 “Academic growth” means demonstration of student learning through formative assessment measures identified by the District, school, or educator within the school year.
- 2.14 “Continued professional growth” means incremental measures of improvement relevant to the Utah Effective Educator Standards.
- 2.15 “Observation” means a formal or informal visit made by an administrator to an educator’s classroom for the purpose of gathering formative information, providing feedback for growth, and informing decisions related to the educator’s summative evaluation.
- 3.0 EDUCATOR EVALUATION PROGRAM COMMITTEE
- 3.1 In the instance that a system other than the TREE Teacher Evaluation System is to be adopted, the board shall establish a committee comprised of an equal number of classroom teachers, parents, and administrators. The committee may:
- 3.1.1 adopt or adapt an evaluation program for educators based on a model developed by the State Board of Education; or
- 3.1.2 create its own evaluation program for educators.
- 3.2 The evaluation program must comply with the requirements of Utah Code and rules adopted by the State Board of Education.
- 4.0 ADOPTION OF EDUCATOR EVALUATION PROGRAM
- 4.1 The Board of Education shall adopt an educator evaluation program in consultation with the Educator Evaluation Program Committee. The Board of Education shall review and approve the educator evaluation program in an open meeting.
- 5.0 PERIODIC EVALUATIONS
- 5.1 The District shall have an evaluation program that provides systematic and fair evaluations of educators of the District. Evaluations of educators shall occur annually. If the District establishes an alternative educator evaluation program as permitted under Utah Code, the program shall

include an annual formative evaluation of each educator and shall include a summative evaluation for each educator that occurs at least once every four years. Otherwise, all educators will receive formative evaluations each year and a summative evaluation each year. Such evaluations may be considered by the Board prior to any Board action concerning the individual's employment.

## 6.0 EVALUATION PROGRAM COMPONENTS

6.1 The District's evaluation program for educators adopted by the Board in consultation with the Educator Evaluation Program Committee shall be a reliable and valid educator evaluation program that evaluates educators based on educator professional standards established by the Utah State Board of Education and includes:

6.1.1 annual evaluation of all provisional, probationary, and career educators, including formative and summative evaluations on the cycle established in the evaluation program;

6.1.2 the use of multiple lines of evidence, including;

6.1.2.1 self-evaluation of performance in relation to the Utah Effective Educator Standards;

6.1.2.2 student and parent input;

6.1.2.3 results of multiple observations done with tools aligned to the Utah Effective Educator Standards;

6.1.2.4 evidence of student academic growth as evidenced by data analysis protocols;

6.1.2.5 other indicators of professional improvement as evidenced by a professional growth plan.

6.1.3 a summative evaluation that differentiates among the three levels of performance.

6.1.3.1 A fourth level may be added when needed for other USBE approved funding or rating needs.

6.1.4 For an administrator, the evaluation shall consider feedback from teachers, including input on the effectiveness of the administrator evaluating employee performance in a school for which the administrator has responsibility or within the District.

6.1.5 The educator evaluation system may not use end-of-level student assessment scores and may not use the data of a student that is chronically absent.

## 7.0 SUMMATIVE EVALUATION AND REVIEW OF EVALUATION

7.1 The person responsible for administering an educator's evaluation shall, at least fifteen (15) days before an educator's first evaluation, notify the educator of the evaluation process, give the educator a copy of or access to the evaluation instrument, and give the educator notice of potential consequences (including discipline and termination) if an educator fails to meet performance expectations.

7.2 The person responsible for administering an educator's evaluation shall allow the educator to respond to any part of the evaluation and, if the response is written, attach the educator's responses to the evaluation.

- 7.3 Within fifteen (15) days after the evaluation process is completed, the person responsible for administering an educator's evaluation shall:
  - 7.3.1 Discuss the written evaluation with the educator;
  - 7.3.2 Based on the educator's performance, assign one of the three levels of performance.
- 7.4 An educator who is not satisfied with a summative evaluation has fifteen (15) days after receiving the written evaluation to request a review of the evaluation.
- 7.5 If a review is requested, the superintendent or the superintendent's designee shall appoint a person, not an employee of the District, who is a certified evaluator and has experience in evaluating educators to review the evaluation. The reviewing evaluator conducts the review in accordance with the Utah Effective Educator Standards.
  - 7.5.1 The reviewing evaluator shall review
    - 7.5.1.1 the District's educator evaluation policies and procedures,
    - 7.5.1.2 the evaluation process for the educator,
    - 7.5.1.3 the evaluation data from the professional performance, student academic growth, and stakeholder input components, and
    - 7.5.1.4 any written response to the evaluation submitted by the educator.
  - 7.5.2 The reviewing evaluator will provide the superintendent with a written report of findings regarding the initial evaluation.
  - 7.5.3 The superintendent will then determine if the initial evaluation was issued in accordance with the District's educator evaluation policies, the requirements of the Utah Effective Educator Standards, Utah Code Title 53G, Chapter 11, and Utah Admin. Rules R277-323.
- 8.0 SUPPORT FOR EDUCATORS
- 8.1 If an educator receives an unsatisfactory performance rating, the District shall provide the educator with support for academic impact improvement consistent with Utah Code including:
  - 8.1.1 assessing the professional needs of the educator and
  - 8.1.2 providing mentors, coaches, or instructional specialists to assist the educator in establishing timelines and benchmarks for improving academic impact.
  - 8.1.3 Administrators may also refer to District Policy 005.1200 *Standards of Conduct and Due Process* if additional disciplinary action is needed.
- 9.0 RESTRICTION ON SALARY ADJUSTMENTS
- 9.1 An educator who received an unsatisfactory performance rating on the educator's three most recent evaluations is not eligible for an advance on an adopted salary schedule.
- 10.0 EDUCATOR EVALUATION DATA

- 10.1 Educator evaluation records are private and are classified as private for purposes of the Utah Government Records Access and Management Act and shall only be accessed by the educator's principal or immediate supervisor, by those who need the information in those records in considering employment decisions, or by the superintendent or designee. Employees shall be trained regarding the confidential nature of employee evaluations and the importance of securing those evaluations and records. The District may not release or disclose student assessment information in connection with educator evaluation information or records.
- 11.0 EVALUATION SYSTEM RELIABILITY
- 11.1 Educator evaluations must be performed by certified evaluator and shall maintain high standards of rater accuracy. To that end, the District shall:
- 11.1.1 identify criteria for use in assigning evaluation ratings;
  - 11.1.2 provide professional development opportunities to all evaluators of licensed educators to:
    - 11.1.2.1 assure evaluator's understand the Utah Effective Educator Standards;
    - 11.1.2.2 improve proficiency in recognizing the criteria used in assigning evaluation ratings; and
    - 11.1.2.3 give the evaluator an opportunity to demonstrate the ability to rate an educator in accordance with the Utah Effective Educator Standards;
  - 11.1.3 Designate qualified raters as certified;
  - 11.1.4 Assure that educators are rated by a certified evaluator; and
  - 11.1.5 Establish a process for a certified evaluator to maintain the evaluator's skills.

Utah Code § 53F-2-405(4)(c) (2025)

Utah Code § 53G-11-501, 502, 511, 518, 520 (2024)

Utah Code § 53G-11-508 (2020)

Utah Code § 53G-11-506, 507 (2019)

Utah Admin. Rules R277-110-3(1)(e) (October 8, 2024)

Utah Admin. Rules R277-323-2, 3, 6 (December 10, 2024)

Utah Admin. Rules R277-487-6 (July 8, 2025)

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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:** Mistalyn Leis, HR Director, Policy Committee Facilitator

**Cc:** Rick Woodford, Superintendent  
Troy Timothy, Business Administrator  
Shawnna Muhme, Superintendents Secretary

**Date:** August 8, 2025

**Re:** 005.0675 ASSOCIATION LEAVE POLICY

---

**Recommendation:** The policy committee is recommending that the Uintah School Board approve the elimination of policy 005.0675 Association Leave, on first reading.

**Background (rationale):** House Bill 267 the Public Sector Labor Union Amendments was signed into law by the governor on 2/14/2025. Although a referendum petition challenging the bill garnered a sufficient number of voter signatures, and the bill will be submitted to voters at the 2026 general election, the bill is in place unless the results of the general election cause a change. Section 34-32-102 of the bill clearly states that (3)A public employer may not use public money or public property to:(a)assist or support union activity;(b)compensate a public employee or a third party for union activity; or(c)provide a public employee paid leave that is in addition to the public employee's regularly accrued leave to allow the public employee to participate in union activity.

**Policy Implications:** None



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*Board of Education*

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

**Personnel Implications:** Association members will no longer be granted additional leave to perform association duties. They will be required to take PTO.

**Facility Implications:** None.

**Financial/Budget Implications:** None

**Motion: Motion to adopt and approve the elimination of policy 005.0675 Association Leave, on first reading.**

**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](http://www.uintah.net)

# UINTAH SCHOOL DISTRICT POLICY ACTION REVIEW

1st Reading 08/13/2025 New \_\_\_\_\_  
2nd Reading \_\_\_\_\_ Revised X  
Approved \_\_\_\_\_ Substitute \_\_\_\_\_

## 005.0675 ASSOCIATION LEAVE POLICY (FOR ELIMINATION)

**REVISES POLICY 005.0675 ASSOCIATION LEAVE POLICY (LAST APPROVED 08/08/18)**

## 1.0 PURPOSE & PHILOSOPHY

The Board of Education recognizes the value of employee associations to the educational process and the associations' interest in bettering the educational climate in the schools. This policy governs paid association leave for Uintah School District employees.

## 2.0 DEFINITIONS

- 2.1."Association" for purposes of this policy means only those associations recognized as the representatives of District employees.
  - 2.2."Paid Association Leave" for purposes of this policy means leave from a school district employee's regular school responsibilities, without a deduction of leave or pay, that has been approved by the superintendent or his/her designee and which directly benefits education within the Uintah School District.
  - 2.3."Costs and expenses" for purposes of this policy means salary, social security taxes, retirement, and health insurance.
  - 2.4."Supervise" for purposes of this policy means to grant, document, and account for costs and expenses connected with paid association leave.
  - 2.5."Association Representation" for the purposes of this policy means an individual or group of individuals who are fellow members of the recognized association whose responsibilities may range from advocacy to personal support in situations where a member requests an association representative to be present.

### 3.0 POLICY

- 3.1. An employee may be granted paid association leave by the District if duties performed by the employee on paid association leave directly benefit education within the Uintah School District.
  - 3.2. An employee requesting paid association leave must submit a written request on the "Request for Association Leave" form. The form for such leave must be submitted to the superintendent or his/her designee at least five (5) working days prior to the date of the requested leave and must be signed by the association president.

- 3.3. All paid association leave shall be approved and supervised by the superintendent or his/her designee. The supervising administrator shall document such leave and account for costs and expenses connected with such leave.
- 3.4. During the hours of paid association leave a District employee may not engage in political activity, including:
  - 3.4.1. actively campaigning for candidates for public office in partisan and nonpartisan elections; and
  - 3.4.2. fundraising for political organizations, political parties, or candidates.
- 3.5. Any employee on paid association leave who undertakes any activity that does not qualify for “paid association leave” under this Policy is not, as to those activities, acting as an employee or agent of the District, and those activities are deemed to be outside the scope of the employee’s District employment.
- 3.6. Individuals applying for association leave must meet all the requirements above to be paid out of District funds. Individuals will be required to reimburse the District for the costs and expenses of any association leave activities that do not provide a direct benefit to education within the Uintah School District.
- 3.7. Individuals and/or associations will be required to reimburse the District for the cost of the substitute for the employee only when a substitute is hired.
- 3.8. This policy does not prohibit an employee from taking personal leave or vacation in compliance with the District leave policy to participate in association leave which does not qualify as paid association leave.
- 3.9. The superintendent, or his/her designated representative, shall supervise all District employees on paid association leave to ensure that the requirements of this Policy are met.
- 3.10. Association representation not requiring “Paid Association Leave.” When an association member requests the presence of an association representative to attend a meeting with his/her district supervisor, efforts will be made to accommodate schedules to allow representation.

#### 4.0 PENALTIES FOR VIOLATIONS

Any willful violation of this policy may result in disciplinary action up to and including termination in accordance with the Utah Orderly School Termination Procedures Act or Utah Code, Section 53G-11-5.

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

**Date:** August 13, 2025

**Re:** 2025 Tax Rates

---

### **Recommendation:**

I recommend that the Board of Education (the "Board") approve and certify the tax rates described herein. I also recommend that the Board pass the enclosed *Resolution Adopting Final Tax Rates and Budgets*.

### **Background (rationale):**

Each year, the Board must approve and certify certain tax rates (discussed below).

### **Policy Implications:**

None.

### **Personnel Implications:**

None.

### **Facility Implications:**

None.

*Board of Education*

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

**Financial/Budget Implications:**

By statute, the Board is required to approve and certify certain property tax rates, including the Board Local Levy and the Capital Local Levy. For 2025, the proposed tax rates are as follows:

**Rates set by the Board**

Board Local Levy	-	.002010
Capital Local Levy	-	.001329
GO Bond Payments	-	.000438
Discharge of Judgement	-	.000065

**Rates set by the State or Other**

Charter School Levy	-	.000098
Basic School Levy	-	.001379

**Motions:** The following motions should be made verbatim:

**"I move to approve the following tax rates for 2025:**

Board Local Levy	-	.002010
Capital Local Levy	-	.001329
GO Bond Payments	-	.000438
Discharge of Judgement	-	.000065

**I further move to pass the enclosed *Resolution Adopting Final Tax Rates and Budgets.*"**

**Resolution Adopting Final Tax Rates and Budgets  
Report 800 - Fiscal Year Entities**

**Form PT-800**  
pt-800.xls Rev. 5/2018

County: UINTAH Year: 2025

It is hereby resolved that the governing body of (entity name): UINTAH COUNTY SCHOOL DISTRICT

approves the following property tax rate(s) and revenue(s) for the year: 2025

1 Fund/Budget Type	2 Revenue	3 Tax Rate
190 Discharge of Judgement Levy	390,482	0.000065
210 Basic School Levy	8,244,630	0.001379
230 GO Bond Payments	2,616,500	0.000438
246 Capital Local Levy	7,945,695	0.001329
526 Board Local Levy .002500	12,017,191	0.002010
527 Charter School Levy	585,913	0.000098
<b>Totals</b>	<b>31,800,411</b>	<b>.005319</b>

This resolution is adopted after proper notice and hearing in accordance with UCA 59-2-919 and shall be forwarded to the County Auditor and the Tax Commission in accordance with UCA 59-2-913 and 59-2-920.

**Signature of Governing Chair**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

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

**Date:** August 13, 2025

**Re:** Approval of the Original Budget for Fiscal Year 2026

---

### Recommendation:

Adopt the original budget for fiscal year 2026 using the motion below.

### Background (rationale):

State law requires that the Board adopt this budget by September 1. The proposed budget has been carefully prepared to reflect our anticipated revenues and expenditures for the upcoming year. Adopting this budget will allow us to effectively expend resources in the next fiscal year.

### Policy Implications:

None.

### Personnel Implications:

None.

### Facility Implications:

None.

*Board of Education*

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

**Financial/Budget Implications:**

See below. The budget does not currently include any proposed property tax increases beyond the certified rate. However, the budget does include a Judgement Levy. A Judgment Levy is a one-year tax adjustment levied to recover lost revenue due to refunds of centrally assessed property taxes. The total amount of the Judgement Levy included in this budget is \$ 390,482.

**Motion:**

Below is a motion that needs to be made verbatim to adopt the final original budget for fiscal year 2026.

"I move to adopt the following final original 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; and
- For a total budget of \$100,294,232."

---

*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: August 13, 2025  
RE: Request for August 13, 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:

- Twenty-nine (29) candidates to fill new hire positions; and
- Thirteen (13) current employees who have recently been assigned to a new position,
- Seven (7) candidates to fill extracurricular coach positions.

Superintendent Woodford also reports, for your information, the names of thirty-one (31) individuals whose employment with USD has ended or will end on the date indicated.

Thank you,



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

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

**Date:** August 7, 2025

**Re:** Purchases over \$50k

---

Recommendation: None

Background (rationale): School Foods, in preparation for the new school year, will be purchasing food supplies. Technology will be purchasing new Chromebooks and computers, per their annual rotation. The Maintenance Department is working on FY26 Capital Outlay Projects. Transportation is purchasing a new vehicle as part of their annual white fleet rotation. All purchases are detailed below.

- PO #26000046 & PO #26000047 (\$200,000.00) – Basin Wholesale West
- PO #26000050 (\$52,000.00) – Pro View Foods
- PO #26000051 (\$100,000.00) – Sysco Intermountain Inc.
- PO #26000052 (\$52,000.00) – Yangs 5<sup>th</sup> Taste
- PO #25000776 & PO #25000777 (\$330,200.00) – Trafera, LLC
- PO #25000774 (\$113,899.02) – Asphalt Preservation, LLC
- PO #25000778 (\$211,954.11) – Spectra, LLC
- PO #26000091 (\$674,300.00) – GBW Construction, LLC
- PO #26000027 (\$60,230.00) – Ken Garff Chevrolet

Funding for these purchases will come from the FY26 Budget.

Policy Implications: None

Personnel Implications: None

Facility Implications: None

Financial/Budget Implications: The above purchase will come from the approved FY26 budget.

Motion: None

**PO# 26000046**

**DATE: 07/16/2025**

**PAGE: 1 Of 1**

## Purchase Order

### UINTAH SCHOOL DISTRICT

826 South 1500 East, Naples, UT 84078

PHONE (435) 781-3100 • FAX (435) 781-3107

**VENDOR: 83070**

**REQ: 00013703**

**PHONE:**

**EMAIL:**

BASIN WHOLESALE WEST  
P.O. BOX 1583  
ROOSEVELT UT 84066

**BUYER: SCHOOL FOODS**

**SHIP TO: SCHOOL FOODS DEPARTMENT**

UINTAH SCHOOL DISTRICT  
223 SOUTH 100 WEST  
VERNAL UT 84078

**VENDOR ACCOUNT:**

**CONTACT: MIKO BATTY (435) 781-3185**

**SITE: UNTAH SCHOOL DISTRICT SCHOOL FOODS**

**CONTRACT: UT**

**SPECIAL INSTRUCTIONS:**

<b>QTY</b>	<b>UOM</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>
1.00	CASE	SUPPLIES	100,000.0000	100,000.00
<b>TOTAL:</b>				
		***** For UNTAH SCHOOL DISTRICT use only 49.560.26.8000.3100.612	100,000.00	

#### INVOICING INSTRUCTIONS

Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.

  
SIGNATURE OF PURCHASER Page 67 of 79

**Purchase Order**  
**UINTAH SCHOOL DISTRICT**  
826 South 1500 East, Naples, UT 84078  
PHONE (435) 781-3100 • FAX (435) 781-3107

**PO# 26000047**

**DATE: 07/16/2025**

**PAGE: 1 OF 1**

**VENDOR: 83070**

**REQ: 00013704**

**PHONE:**

**EMAIL:**

BASIN WHOLESALE WEST  
P.O. BOX 1583  
ROOSEVELT UT 84066

**BUYER: SCHOOL FOODS**

**SHIP TO: SCHOOL FOODS DEPARTMENT**

UINTAH SCHOOL DISTRICT  
223 SOUTH 100 WEST  
VERNAL UT 84078

**VENDOR ACCOUNT:**

**CONTACT: MIKO BATTY (435) 781-3185**

**SITE: UNTAH SCHOOL DISTRICT SCHOOL FOODS**

**CONTRACT: UT**

**SPECIAL INSTRUCTIONS:**

<b>QTY</b>	<b>UOM</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>
1.00	CASE	FOOD SUPPLY	100,000.0000	100,000.00
<b>TOTAL:</b>				
		***** For UNTAH SCHOOL DISTRICT use only 49.560.26.8000.3100.630	100,000.00	

**INVOICING INSTRUCTIONS**

Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.

  
SIGNATURE OF PURCHASER Page 68 of 79

**Purchase Order**  
**UINTAH SCHOOL DISTRICT**  
826 South 1500 East, Naples, UT 84078  
PHONE (435) 781-3100 • FAX (435) 781-3107

**PO# 26000050**

**DATE: 07/16/2025**

**PAGE: 1 Of 1**

**VENDOR: 9776**

**REQ: 00013710**

**PHONE:**

**EMAIL:**

**BUYER: SCHOOL FOODS**

**SHIP TO: SCHOOL FOODS DEPARTMENT**

**UINTAH SCHOOL DISTRICT  
223 SOUTH 100 WEST  
VERNAL UT 84078**

**PRO VIEW FOODS  
6800 JERICHO TRUNPIKE SUITE 100E  
SYOSSET NY 11791**

**VENDOR ACCOUNT:**

**CONTACT: MIKO BATTY (435) 781-3185**

**SITE: UNTAH SCHOOL DISTRICT SCHOOL FOODS**

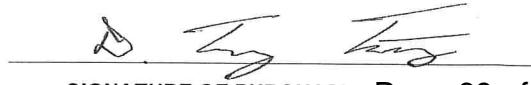
**CONTRACT: UT**

**SPECIAL INSTRUCTIONS:**

<b>QTY</b>	<b>UOM</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>
1.00	CASE	FOOD SUPPLY	52,000.0000	52,000.00
<b>TOTAL:</b>				
		***** For UNTAH SCHOOL DISTRICT use only 49.560.26.8000.3100.630	52,000.00	

**INVOICING INSTRUCTIONS**

**Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.**

  
**SIGNATURE OF PURCHASER** Page 69 of 79

**PO# 26000051**

**DATE: 07/16/2025**

**PAGE: 1 Of 1**

## Purchase Order

### UINTAH SCHOOL DISTRICT

826 South 1500 East, Naples, UT 84078

PHONE (435) 781-3100 • FAX (435) 781-3107

**VENDOR: 828203**

**REQ: 00013713**

**PHONE:**

**EMAIL:**

**BUYER: SCHOOL FOODS**

**SHIP TO: SCHOOL FOODS DEPARTMENT**

UINTAH SCHOOL DISTRICT  
223 SOUTH 100 WEST  
VERNAL UT 84078

SYSCO INTERMOUNTAIN INC  
P.O. BOX 190  
WEST JORDAN UT 84084-0190

**VENDOR ACCOUNT:**

**CONTACT: MIKO BATTY (435) 781-3185**

**SITE: UNTAH SCHOOL DISTRICT SCHOOL FOODS**

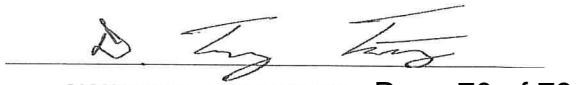
**CONTRACT: MA3717/MA3869/MA3744**

**SPECIAL INSTRUCTIONS:**

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	CASE	FOOD SUPPLY	100,000.0000	100,000.00
			<b>TOTAL:</b>	<b>100,000.00</b>
		***** For UNTAH SCHOOL DISTRICT use only 49.560.26.8000.3100.630	100,000.00	

#### INVOICING INSTRUCTIONS

Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.

  
SIGNATURE OF PURCHASER Page 70 of 79

**PO# 26000052**

**DATE: 07/16/2025**

**PAGE: 1 Of 1**

## Purchase Order

### UINTAH SCHOOL DISTRICT

826 South 1500 East, Naples, UT 84078

PHONE (435) 781-3100 • FAX (435) 781-3107

**VENDOR: 17213**

**REQ: 00013717**

**PHONE:**

**EMAIL:**

YANGS 5TH TASTE  
9646 REMER STREET  
SOUTH EL MONTE CA 91733

**BUYER: SCHOOL FOODS**

**SHIP TO: SCHOOL FOODS DEPARTMENT**

UINTAH SCHOOL DISTRICT  
223 SOUTH 100 WEST  
VERNAL UT 84078

**VENDOR ACCOUNT:**

**CONTACT: MIKO BATTY (435) 781-3185**

**SITE: UNTAH SCHOOL DISTRICT SCHOOL FOODS**

**CONTRACT: UT**

**SPECIAL INSTRUCTIONS:**

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	CASE	FOOD SUPPLY	52,000.0000	52,000.00
<b>TOTAL:</b>				
		***** For UNTAH SCHOOL DISTRICT use only 49.560.26.8000.3100.630	52,000.00	

#### INVOICING INSTRUCTIONS

Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.

  
SIGNATURE OF PURCHASE Page 71 of 79

**Purchase Order**  
**UINTAH SCHOOL DISTRICT**  
826 South 1500 East, Naples, UT 84078  
PHONE (435) 781-3100 • FAX (435) 781-3107

**PO#** 25000776

**DATE:** 06/19/2025

**PAGE:** 1 OF 1

**VENDOR:** 27189

**REQ:** 00013663

**PHONE:**

**BUYER:** DISTRICT OFFICE

**EMAIL:**

**SHIP TO:** UNTAH SCHOOL DISTRICT

826 SOUTH 1500 EAST  
NAPLES UT 84078

TRAFERA, LLC  
2550 UNIVERSITY AVENUE W., STE  
ST PAUL MN 55114

**VENDOR ACCOUNT:**

**CONTACT:** KELLI WILSON (435) 781-7324

**SITE:** UNTAH SCHOOL DISTRICT

**CONTRACT:** MA4095

**SPECIAL INSTRUCTIONS:**

<b>QTY</b>	<b>UOM</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>
1.00	EA	445 G11 CAM R5 7G 16G 256G SSD 14"; HP PROBOOK 445 G11 NOTEBOOK; 14" WUXGA (1920 X 1200) IPS, AG, 60HZ, 300 NIT, NON-TOUCH DISPLAY; AMD RYZEN 5 7535U 6 CORE 2.90GHZ PROCESSOR; 16GB DDR4-4800MHZ MEMORY (2X8GB SODIMM); 256 GB M.2 NVME SSD; AMD RADEON GRAPHICS; WI-FI 6E 802.11AX + BLUETOOTH 5.3, GIGABIT ETHERNET; FHD FRONT CAMERA/WEBCAM + MICROPHONE; FINGERPRINT READER; WINDOWS 11 PRO 64; MANUFACTURE WARRANTY: 1 YEAR	73,900.0000	73,900.00
		FY26 CAP PROJECT #26 - STAFF	<b>TOTAL:</b>	73,900.00
		***** For UNTAH SCHOOL DISTRICT use only 32.031.25.5504.2581.651	73,900.00	

**INVOICING INSTRUCTIONS**

Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.

  
**SIGNATURE OF PURCHASER** Page 72 of 79

**PO# 25000777**

**DATE: 06/19/2025**

**PAGE: 1 Of 1**

## Purchase Order

### UINTAH SCHOOL DISTRICT

826 South 1500 East, Naples, UT 84078

PHONE (435) 781-3100 • FAX (435) 781-3107

**VENDOR: 27189**

**REQ: 00013664**

**PHONE:**

**BUYER: DISTRICT OFFICE**

**EMAIL:**

**SHIP TO: UNTAH SCHOOL DISTRICT**

826 SOUTH 1500 EAST  
NAPLES UT 84078

TRAFERA, LLC  
2550 UNIVERSITY AVENUE W., STE  
ST PAUL MN 55114

**VENDOR ACCOUNT:**

**CONTACT: KELLI WILSON (435) 781-3100**

**SITE: UNTAH SCHOOL DISTRICT**

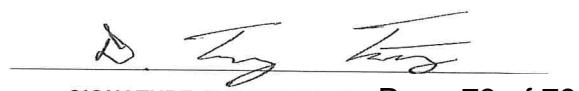
**CONTRACT: MA4095**

**SPECIAL INSTRUCTIONS:**

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1100.00	EA	LENOVO TOPSELLER 100E G4 CHROME	202.0000	222,200.00
1100.00	EA	GOOGLE CHROME MANAGEMENT PERPETUAL EDU LICENSE	31.0000	34,100.00
1.00	EA	ORDER PER ESTIMATE NO: E000145974	0.0000	0.00
			<b>TOTAL:</b>	<b>256,300.00</b>
		FY26 CAP PROJECT #26 - STUDENT		
		***** For UNTAH SCHOOL DISTRICT use only		
		32.031.25.5504.2581.651	256,300.00	

#### INVOICING INSTRUCTIONS

Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.

  
SIGNATURE OF PURCHASER Page 73 of 79

**PO# 25000774**

**DATE: 06/19/2025**

**PAGE: 1 OF 1**

## Purchase Order

### UINTAH SCHOOL DISTRICT

826 South 1500 East, Naples, UT 84078

PHONE (435) 781-3100 • FAX (435) 781-3107

**VENDOR: 40401**

**REQ: 00013659**

**PHONE:**

**BUYER: DISTRICT OFFICE**

**EMAIL:**

**SHIP TO: UNTAH HIGH SCHOOL**

ASPHALT PRESERVATION, LLC  
3490 W 3300 S A4  
WEST HAVEN UT 84401

1880 WEST 500 NORTH  
VERNAL UT 84078

**VENDOR ACCOUNT:**

**CONTACT: KELLI WILSON (435) 781-3100**

**SITE: UNTAH SCHOOL DISTRICT**

**CONTRACT:**

**SPECIAL INSTRUCTIONS:**

<b>QTY</b>	<b>UOM</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>
1.00	EA	USD/TRANSPORATION SEAL COAT-CRACK SEAL-STRIPING 236,535 SF/9,395 LF	40,292.6300	40,292.63
1.00	EA	ASHLEY VALLEY EDUCATION CENTER SEAL COAT-CRACK SEAL-STRIPING 19,346 SF/2,309 LF	5,177.3900	5,177.39
1.00	EA	DISCOVERY ELEMENTARY SCHOOL SEAL COAT-CRACK SEAL-STRIPING 102,000 SF/9,841 LF	23,512.3200	23,512.32
1.00	EA	EAGLE VIEW ELEMENTARY SCHOOL SEAL COAT-CRACK SEAL-STRIPING 194,440 SF/23,764 LF	44,916.6800	44,916.68
			<b>TOTAL:</b>	<b>113,899.02</b>
		FY26 CAP PROJECT #2, #4, #11, #28/IFB RESULTS ATTACHED		
		***** For UNTAH SCHOOL DISTRICT use only		
		32.114.25.5502.2600.430	23,512.32	
		32.115.25.5502.2600.430	44,916.68	
		32.500.25.5502.2600.430	40,292.63	
		32.750.25.5502.2600.430	5,177.39	

#### INVOICING INSTRUCTIONS

Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.

  
SIGNATURE OF PURCHASER Page 74 of 79

PO# 25000778

DATE: 06/19/2025

PAGE: 1 OF 1

## Purchase Order

### UINTAH SCHOOL DISTRICT

826 South 1500 East, Naples, UT 84078

PHONE (435) 781-3100 • FAX (435) 781-3107

VENDOR: 33669

REQ: 00013665

PHONE:

BUYER: DISTRICT OFFICE

EMAIL:

SHIP TO: UNTAH SCHOOL DISTRICT

826 SOUTH 1500 EAST  
NAPLES UT 84078

SPECTRA, LLC  
281 EAST 200 NORTH  
ROOSEVELT UT 84066

VENDOR ACCOUNT:

CONTACT: KELLI WILSON

(435) 781-7324

SITE: UNTAH SCHOOL DISTRICT

CONTRACT: AR2472

SPECIAL INSTRUCTIONS:

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
29.00	EA	VERKADA CH52-E OUTDOOR MULTISENSOR CAMERA, 4X5MP, ZOOM LENS, 1TB OF STORAGE, MAXIMUM 30 DAYS OF RETENTION	2,633.4100	76,368.89
40.00	EA	VERKADA CD63 INDOOR DOME CAMERA, 4K, ZOOM LENS, 512GB OF STORAGE, MAXIMUM 30 DAYS OF RETENTION	1,003.5400	40,141.60
1.00	EA	VERKADA CF83-E-F OUTDOOR FISHEYE CAMERA, 12MP, FIXED LENS, 512GB OF STORAGE, MAXIMUM 30 DAYS OF RETENTION, FIPS VALIDATED, TAA COMPLIANT	1,204.3800	1,204.38
3.00	EA	VERKADA CB 52-E OUTDOOR BULLET CAMERA, 5MP, TELEPHOTO ZOOM LENS, 256GB OF STORAGE, MAXIMUM 30 DAYS OF RETENTION	1,003.5400	3,010.62
44.00	EA	VERKADA 5-YEAR CAMERA LICENSE, CAPACITY INCREASE	576.7800	25,378.32
29.00	EA	VERKADA 5-YEAR CH52 MULTISENSOR CAMERA LICENSE, CAPACITY INCREASE	1,905.1800	55,250.22
29.00	EA	VERKADA ARM MOUNT	66.2800	1,922.12
29.00	EA	VERKADA PENDANT CAP MOUNT	46.1900	1,339.51
29.00	EA	VERKADA CORNER MOUNT	133.2200	3,863.38
29.00	EA	VERKADA POE++ (802.3BT-2018) INJECTOR, GIGE, HIGH SURGE PROTECTION, NORTH AMERICA	119.8300	3,475.07
0.00	EA		0.0000	0.00
1.00	EA		0.0000	0.00
2691.00	EA	SHIPPING & HANDLING	0.0000	0.00
1.00	EA	UTAH STATE CONTRACT #AR2472	0.0000	0.00
<b>TOTAL:</b>				211,954.11
FY25 CAP PROJECT #24; FY26 CAP PROJECT #7				
***** For UNTAH SCHOOL DISTRICT use only				
32.031.25.5502.2600.610 172,203.54				
32.810.25.5502.2600.610 39,750.57				
<i>FY25 + FY26</i> <i>ROLL BALANCE</i>				

#### INVOICING INSTRUCTIONS

Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.

*D. T. T.*  
SIGNATURE OF PURCHASER Page 75 of 79

**Purchase Order**  
**UINTAH SCHOOL DISTRICT**  
826 South 1500 East, Naples, UT 84078  
PHONE (435) 781-3100 • FAX (435) 781-3107

**PO# 26000091**

**DATE: 08/05/2025**

**PAGE: 1 Of 1**

**VENDOR: 941415**

**REQ: 00013769**

**PHONE:**

**BUYER: DISTRICT OFFICE**

**EMAIL:**

**SHIP TO: VERNAL MIDDLE SCHOOL**

GBW CONSTRUCTION, LLC  
P.O. BOX 790274  
VERNAL UT 84079

721 WEST 100 SOUTH  
VERNAL UT 84078

**VENDOR ACCOUNT:**

**CONTACT: KELLI WILSON (435) 781-7324**

**SITE: UNTAH SCHOOL DISTRICT**

**CONTRACT:**

**SPECIAL INSTRUCTIONS:**

<b>QTY</b>	<b>UOM</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>
1.00	EA	MIDDLE SCHOOL PARKING LOT EXPANSION AS LISTED BELOW:	0.0000	0.00
1.00	EA	VERNAL CITY PERMIT	1,500.0000	1,500.00
1.00	EA	DIRT WORK (INCLUDES REMOVAL OF OLD ASPHALT, INSTALLATION OF STORM DRAIN AND RETENTION POND, BRINGING PARKING LOT TO FINISH GRADE, AND ALL TRENCHING REQUIRED FOR JOB)	240,000.0000	240,000.00
1.00	EA	ELECTRICAL (INCLUDES INSTALLATION OF 6 LIGHT POLES TO EXISTING POWER METER ON STORAGE SHEDS)	41,000.0000	41,000.00
1.00	EA	CONCRETE (INCLUDES ALL CURBING, GUTTERS, SIDEWALKS AND LIGHT POLE BASES)	56,300.0000	56,300.00
1.00	EA	PAVING	265,000.0000	265,000.00
1.00	EA	PAINT STRIPING OF PARKING LOT	6,500.0000	6,500.00
1.00	EA	SURVEYING (INCLUDING ALL SURVEYING REQUIRED FOR JOB)	12,000.0000	12,000.00
1.00	EA	CONTRACTOR FEE FOR OVERSEEING PROJECT	52,000.0000	52,000.00
<b>TOTAL:</b>				674,300.00
FY26 CAP PROJECT #119; FORMAL BID DOCS ON FILE				
***** For UNTAH SCHOOL DISTRICT use only				
32.310.26.5502.4501.450				674,300.00

**INVOICING INSTRUCTIONS**

**Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.**

  
**SIGNATURE OF PURCHASER** Page 76 of 79

**PO# 26000027**

**DATE: 07/10/2025**

**PAGE: 1 of 1**

## Purchase Order

### UINTAH SCHOOL DISTRICT

826 South 1500 East, Naples, UT 84078

PHONE (435) 781-3100 • FAX (435) 781-3107

**VENDOR:** 25470

**REQ:** 00013699

**PHONE:**

**BUYER:** TRANSPORTATION

**EMAIL:**

**SHIP TO:** TRANSPORTATION DEPARTMENT

KEN GARFF CHEVROLET  
548 E 1000 S  
AMERICAN FORK UT 84003

UINTAH SCHOOL DISTRICT  
826 SOUTH 1500 EAST  
NAPLES UT 84078

**VENDOR ACCOUNT:**

**CONTACT:** STACY HAWLEY (435) 781-3180

**SITE:** UNTAH SCHOOL DISTRICT TRANSPORTATION

**CONTRACT:** UT

#### SPECIAL INSTRUCTIONS:

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	EA	STATE CONTRACT: MA3791 4ES2481 1GNS6MRD9SR332514 - 2025 CHEVY TAHOE	60,230.0000	60,230.00
<b>TOTAL:</b>				
		10.031.26.0297.2650.735	60,230.00	

\*\*\*\*\*  
For UNTAH SCHOOL DISTRICT use only

10.031.26.0297.2650.735 60,230.00

#### INVOICING INSTRUCTIONS

Send invoices to the address printed at the top of this form.  
Show purchase order number on all invoices.

  
SIGNATURE OF PURCHASER Page 77 of 79

## School/District Events – August/September 2025

Event	Location	When
Regular Board Meeting	USD	August 13, 2025 @ 4:00 PM
Transportation 182-Day Contract Start Date	USD	August 14, 2025
Teachers 184-Day Contract Start Date	USD	August 18, 2025
Back to School Night	Naples	August 18, 2025 K-2, 5:30-6:30 PM 3-5 Grade, 6:30-7:30 PM
Back to School Night/Orientation	UMS	August 18, 2025, 5:00-6:30 PM
Back to School Night	Maeser	August 18, 2025, 4:30-6:30 p.m.
Back to School Night	Ashley	August 18, 2025, 4:00-6:00 PM
Title 1 Parent Meeting	Ashley	August 18, 2025, 5:30 PM
Back to School Night	Discovery	August 18, 2025, 4:00-5:30 p.m.
1st grade Dual Immersion Parent Meeting	Discovery	August 18, 2025, 5:30 to 6:00 PM
6 <sup>th</sup> Grade Orientation & Back to School	VMS	August 18, 2025, 6:00 PM
Back to School Night	EVE	August 19, 2025, 12:00 – 3:00 PM
182-Day Contract Employees Start Date	USD	August 19, 2025
Opening Institute/Benefits Fair	VMS	August 19, 2025, 8:00 AM
Back to School Night	Davis	August 19, 2025, 4:00-6:00 PM
Title 1 Parent Meeting	Davis	August 19, 2025
Back to School Night	Lapoint	August 19, 2025, 5:00-6:00 PM
First Day of School (K-12)	USD	August 20, 2025
Back to school assemblies during advisory	VMS	August 21, 2025
Open House/Ribbon Cutting Ceremony	CEC	August 25, 2025, 5:00-6:30 PM
Final Class List Posted	CEC	August 27, 2025, 4:00 PM

**School/District Events – August/September 2025**

Opening Student Assembly	UMS	August 28, 2025
Picture Day	VMS	August 28, 2025
Parent Orientation	CEC	August 28, 2025, 4:00-6:00 PM
Teen Center Open House/Ribbon Cutting Ceremony	UHS	August 29, 2025, 12:00 PM
Car Show	UHS	August 30, 2025
Labor Day (No School)	USD	September 1, 2025
Back to School Visit for Students	CEC	September 2, 2025, 4:30-5:30 PM
First Day of Preschool	CEC	September 3, 2025
Community Council Meeting	Lapoint	September 3, 2025
Regular Board Meeting	USD	September 10, 2025
Homecoming Week	UHS	September 8-12, 2025
Homecoming Parade	UHS	September 12, 2025 @ 1:30 PM
Homecoming Football Game	UHS	September 12, 2025 @ 7:00 PM
Homecoming Dance	UHS	September 13, 2025 @ 8:00 PM