

## **Emery County School District | Board of Education**

### **MINUTES FOR Wednesday, September 10, 2025**

The Wednesday, September 10, 2025 meeting of the Board of Education, held at the 290 West 500 South, Ferron, UT, was called to order at 6:30 pm by President Royd Hatt.

#### **Members Present:**

Todd Huntington, Neal Peacock, Kenzi Guymon, James Winn, and Royd Hatt

#### **Members Absent:**

#### **Others Present:**

Superintendent James Shank, Business Administrator Jackie Allred, student members Rylan Neff and Byron Roundy. Supervisors Yvonne Jensen, JR Jones, and Doug Johnson. Principal Jarrett Gilbert.

#### **A) WORK SESSION**











1. Strategic Planning  
Supt Shank reviewed the public Strategic Planning meeting that was held September 4th. The committee will be broken out to address different portions of the plan. There will be public meetings every other week until it is completed. The Portrait of a Graduate, which is part of the Strategic Plan, is beginning implementation.  
  
With the SY25-26 enrollment data coming in, the demographic study is ongoing and will be presented at a future meeting. This study is intended to be a 10 year forecast.  
  
K-8 has committed to competency-based learning.

#### **B) REGULAR SESSION**

1. Call to Order
2. Pledge of Allegiance

#### **C) PRESENTATIONS**

## D) CONSENT AGENDA

1. Warrants
2. Minutes from previous meeting(s)  
[2 - August Monthly Meeting - Aug 06 2025 - Minutes - Html](#) 
3. Financial Reports from previous month
4. Names for New Hire Approvals  
Shaylie Hinkins / SpEd Aide 5.9 hour/ Ferron Elementary  
Kathryn Horrocks / Pre-K Aide 5.9 hour / Ferron Elementary  
Stacey Price / SpEd Aide 5.9 hour / Ferron Elementary  
Holly Monsen / ISS, Tracker 5.9 hour / Emery High
5. Policies to update codes  
[ID - Term of Instruction PROPOSED.docx](#)   
[IGD - Instructional Resources Evaluation and Selection of Instructional Material PROPOSED.docx](#)   
[IGDA - Instructional Resources - Evaluation and Selection of Library Material PROPOSED.docx](#)   
[IGDB - Instructional Resources - Evaluation and Selection of Supplemental Material PROPOSED.docx](#)   
[IGDC - Instructional Resources - Evaluation of Other Learning Material PROPOSED.docx](#)   
[IHAAB - Curriculum Early Learning Plan PROPOSED.docx](#)   
[IHAC -Curriculum American Heritage PROPOSED.docx](#)   
[IHBA - Special Programs - Education of Youth in Care PROPOSED.docx](#)   
[IKA - Grading Testing Procedures and Standards PROPOSED.docx](#) 

Consent Items

*Moved by:* James Winn

*Seconded by:* Todd Huntington

**Aye** Todd Huntington, Neal Peacock, Kenzi  
Guymon, James Winn, and Royd Hatt

**Motion Passes 5-0**

It was motioned to approve the consent items as presented.

**E) BOARD ACTION ITEMS**

1. LEA Specific Licenses for current school year  
District Supervisor, Yvonne Jensen, presented the educators that are working on their teaching certificate through the APPEL program which is coordinated with the Southeast Service Center. The number of educators on this license path has decreased to only 4 from 31 in 2023.

*Moved by:* Neal Peacock

*Seconded by:* James Winn

**Aye** Todd Huntington, Neal Peacock, Kenzi  
Guymon, James Winn, and Royd Hatt

**Motion Passes 5-0**

2. Future Year Board Meeting Calendar  
After reviewing minor changes to the location of board meetings, it was motioned to approve the calendar moving Castle Dale Elementary to June. The July and August meetings will now be held at Emery High for a larger meeting room.

*Moved by:* James Winn

*Seconded by:* Kenzi Guymon

**Aye** Todd Huntington, Neal Peacock, Kenzi  
Guymon, James Winn, and Royd Hatt

**Motion Passes 5-0**

3. Business Administrator Renewal

On August 6, 2025, the Board conducted a formal performance evaluation for Business Administrator Jackie Allred. The Board found her performance to exceed expectations, reflecting her continued commitment to operational excellence in Emery County School District.

In recognition of her outstanding performance, it is proposed and moved that Jackie Allred's employment contract be renewed for the term of July 1, 2025 through June 30, 2027.

*Moved by:* Royd Hatt

*Seconded by:* James Winn

**Aye**

Todd Huntington, Neal Peacock, Kenzi  
Guymon, James Winn, and Royd Hatt

**Motion Passes 5-0**

4. Second Reading Policies:

[CEBB - Flags on School Property PROPOSED.docx](#) ⓘ New

[EFB - Prohibited Food Additives PROPOSED.docx](#) ⓘ Revised

[EFD - School Meal Payments PROPOSED.docx](#) ⓘ New

[GBEC - Drug Testing of Other Employees PROPOSED.docx](#) ⓘ  
Revised

[GBEE - Employee Work Information Privacy PROPOSED.docx](#)  
ⓘ Revised

[GCCAD - Military Leave PROPOSED.docx](#) ⓘ Revised

[IHAL - Curriculum Firearm Safety PROPOSED.docx](#) ⓘ New

[JICB - Student Rights and Responsibility - Student Privacy and  
Modesty PROPOSED.docx](#) ⓘ New

[JICJ - Electronic Communication Device Use By Students and  
Visitors PROPOSED.docx](#) ⓘ Revised

[JLC - Student Health & Wellness PROPOSED.docx](#) ⓘ New

[JLCED - Health Requirements and Services - Mental Health  
Care PROPOSED.docx](#) ⓘ New

These policies have been given a 30 day window for review and comments. Neal Peacock asked for clarification on the Firearms safety curriculum. Supt Shank clarified that suggestions for the curriculum is to be part of the PE classes using the Attorney General's videos in grade respective classes. Without further discussion, it was proposed to approve these policies as presented.

*Moved by:* James Winn

*Seconded by:* Kenzi Guymon

**Aye** Todd Huntington, Neal Peacock, Kenzi Guymon, James Winn, and Royd Hatt

**Motion Passes 5-0**


5. First Reading Policies:

[IAA - College and Career Readiness PROPOSED.docx](#) 

Revised

[IDA - Term of Instruction - School Day PROPOSED.docx](#) 

New

[IHAN - Curriculum Elective Instruction - Driver Education PROPOSED.docx](#)  Revised

[IHAR - Curriculum - Religious Neutrality PROPOSED.docx](#) 

New

[IHAMB - Sex Education PROPOSED.docx](#)  Revised

[IHACA - Curriculum Ethnic Studies PROPOSED.docx](#) 

Revised

[IHCDA - Curriculum College Course Work PROPOSED.docx](#) 

Revised

[IJND CD - Internet Safety PROPOSED.docx](#)  Revised

[IKAA - Grading - Testing Procedures and Standards - Exclusions PROPOSED.docx](#)  New

[IKAB - Grading - Course Grade Replacement PROPOSED.docx](#)  New

[IKAC - Grading-Participation of Home School in Assessments](#)

[PROPOSED.docx](#)  New

[IHD - Adult Education Programs PROPOSED.docx](#)  Revised

[IKF - Graduation Requirements PROPOSED.docx](#)  Revised

[JFC - Dropout Prevention & Recovery PROPOSED.docx](#)  Revised

These policies have been reviewed by the District Policy Committee and are now presented for public review. The group of policies this month focus on curriculum changes. It was proposed to approve these policies as First Reading.

*Moved by:* Kenzi Guymon

*Seconded by:* James Winn

**Aye**

Todd Huntington, Neal Peacock, Kenzi Guymon, James Winn, and Royd Hatt

**Motion Passes 5-0**

## **F) REPORTS**

### **1. Principal**

San Rafael Principal, Jarett Gilbert, noted that SRMS inspires a community of excellence, communication, resilience, and integrity. Literacy has been a main focus with learning intentions, rational, and success criteria - which helps students understand why and what they are learning. Their staff has invested much time in professional development which ultimately affects students' growth. Data was shown for the growth from students entering SRMS and when they exit. School Counselor, Luci Robinson, presented the program where students monitor their own progress. This enables responsibility and recognition for the student. The data shows that this program has improved the success levels for students. Principal Gilbert noted the many physical school improvements that were made during the summer: ceiling tile, carpet throughout the school, new computers, updated portable classroom trailers, and new cabinets in the

art room and office area.

The community support and involvement is always something SRMS is trying to improve. The ability to work together, including all the differences, is what makes us strong.

2. Board Member Committee

James Winn: attended the Community Council meetings for Cleveland where they completed their safety videos. USBA board meeting - he asked Emery High to sing national anthem for the Day on the Hill event on January 30th. He also attended the Strategic Planning meeting.

Rylan Neff: EHS Sterling scholars hosted a blood drive today and tomorrow at the 9/11 assembly the boys' state counselor will give a speech as well as Rylan.

Byron Roundy: No comment

Todd Huntington: attended the county's CRA meeting where tax distributions and the updated status for 3 solar projects that triggered in 2025 were discussed. In 2026, the larger solar panel projects will trigger on the tax rolls. He also attended the Strategic Planning meeting and the National Honor Society program at EHS.

Royd Hatt: attended the Strategic Planning meeting and will follow up on the community council meetings held earlier this week. He is also scheduled to attend the USBA Board conference later this month.

Neal Peacock: attended community council meetings at three schools, possible CTE director committee meeting, Bolder Way Forward meeting which was a community meeting for women, and had discussions on building lots in CDE. He also attended the strategic planning meeting.

Kenzi Guymon: attended the USBA policy training webinar and the Strategic Planning meeting.

3. Superintendent

1. According to the State's early literacy reports, Emery is the highest for the Third Grade Reading Level in our region. ECSD provides quality education for our

students.

2. As of today, 2,034 students are enrolled Pre-K through 12 and will be included as data for the demographic study.
3. The September District PD day is next Monday. Supervisor, Yvonne Jensen, provided the full day-packed options and key note speaker. Some sessions are dedicated to teacher assistants, secondary, elementary with many options for all employees.
4. September is USBA Lawmaker in the Classroom month. Supt Shank will be sending invites to our local legislators.
5. The USSA meeting held this week addressed possible future legislation regarding attendance, substitute teaching requirements, taxation with the Basic Levy proposed changes and the upcoming special session with SB37 that was vetoed.

4. Business Administrator

Jackie Allred reported the external audit was completed last week, and it is anticipated the report will issue no findings. Final state reporting will be submitted by the September 30th deadline.

A special Task force was established to conduct a review of cash reserve levels held by public entities in the Public Treasurer's Investment Fund. Ms. Allred assured the audience that the District's Unassigned Fund Balances were in line with the State Auditor's and GFOA's guidance as well as having open discussions with the board regarding one-time funds that are being assigned to future capital projects. The PTIF offers higher interest rates and meets the Utah Money Management Council requirements.

**G) PUBLIC COMMENTS**

1. None received.

**H) CLOSED SESSION**

**I) ADJOURN**

Noting that there were no more items, Royd Hatt adjourned the meeting at



7:55 pm.

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Board President

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