

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

Approved Business Meeting Minutes

Date: August 13, 2025
Time: 6:03 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
- Erin Brown, School Administrator, Central Cove Early Learning Center
- Jayme Leyba, Director of Elementary Education
- Dr. Mistalyn Leis, Human Resources Director

Others Present:

- Aubrey McCarrell
- Cody Webster

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

1. Introduction

1.01. Welcome/Call to Order

Business Administrator Troy Timothy welcomed the audience, and President Chivers called the Business Meeting to order at 6:03 p.m.

1.02. Reverence

The reverence was offered by Member Todd Massey.

1.03. Pledge of Allegiance

Member Robin McClellan led the Pledge of Allegiance.

1.04. School Reports

A. Central Cove Early Learning Center

School Administrator Erin Brown presented on behalf of Central Cove Early Learning Center. She highlighted the school's values and the benefits of the new building, which provides additional classrooms, increased instructional time, and the opportunity to serve more students. The expanded program allows for a stronger educational foundation, greater inclusion of typically developing peers, and a richer balance of peer groups—all resulting from careful, deliberate design in partnership with Utah State University.

Ms. Brown reported that enrollment has grown from 201 students in September of last year to 238 students currently. Of these, 135 students qualify for IEPs. The school's capacity has increased from 260 to 312, with current enrollment at 238. Tuition assistance is still an option offered, and overall enrollment costs have not changed.

Board members asked about enrollment trends since the new building opened. Ms. Brown encouraged the Board to help spread the word that typically developing students are now eligible to enroll. Vice President McKee suggested exploring bussing options from the west side to help boost enrollment, and the Superintendent confirmed that this will be investigated. He also noted recent discussions with the Utah State Board of Education and other experts, who validated the positive impact the new school will have on early childhood education.

1.05. Patron Input

Dr. Woodford reviewed the patron input, noting two online comments regarding the judgment levy. He also shared appreciation from the local Vernal Elks Lodge for bringing back the Breakfast with Santa event. Aubrey McCarrell and Cody Webster, president of the Elks Rider Association and Vernal Elks Lodge, attended the meeting to personally thank the Board and Administration for allowing the event to return to Vernal Middle School. No items were received in accordance with Board Policy 002.0720.

2. Business/Action Items

2.01. Consent Calendar

- A. Minutes**
- B. Contracts Needing Board Approval**
- C. Monthly Board Financial Update**
- D. Early Learning Plan**

Member McKee made a motion to approve the consent calendar as presented, with Member Massey seconding. The motion passed unanimously.

2.02. Policies for Approval on First Reading

- A. 010.0020 Community Use of School Facilities**
- B. 010.0020-E Facility and Grounds Use Fee Schedule (for elimination)**
- C. 005.1000 Certified Employee Leave Evaluation**
- D. 005.0675 Association Leave (for Elimination)**

Member McKee moved to approve policies 010.0020 Community Use of School Facilities, 010.0020-E Facility and Grounds Use Fee Schedule, and 005.1000 Certified Employee Leave Evaluation on first reading, and to table action on 005.0675 Association Leave. Member McClellan seconded. Motion passed unanimously.

2.03. Policies for Approval on Second Reading

There are no second reading policies for review.

2.04. Adoption of Tax Rates for FY26: Including the Proposed Judgement Levy

Member Maynard moved to approve the following tax rates for 2025:

- Board Local Levy: .002010
- Capital Local Levy: .001329
- GO Bond Payments: .000438
- Discharge of Judgment: .000065
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She further moved to adopt the enclosed Resolution Adopting Final Tax Rates and Budgets. Member McClellan seconded, adding that while she does not like having to impose a judgment levy, when it is centrally assessed, the District cannot continue to let it go. Troy was commended for presenting the judgment levy information clearly, which resolved much confusion about its purpose. Member McKee emphasized that this is a correction, not a tax increase. Special thanks were extended to Wendy Long for attending and sharing her expertise.

Vote: Unanimous.

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

- General Fund (Fund 10) – Maintenance and Operations: \$83,308,792
- Special Revenue Fund (Fund 20): \$120,000
- Student Activity Fund (Fund 21): \$1,197,665
- Tax Increment Financing Fund (Fund 26): \$795,000
- Debt Service Fund (Fund 31): \$2,620,000
- Capital Projects Fund (Fund 32): \$8,312,747
- School Food Service Fund (Fund 49): \$3,940,028
- **Total Budget: \$100,294,232**

Member Massey seconded. Motion carried unanimously.

2.05. Personnel Changes

Member Maynard moved to approve the personnel changes, with Member McClellan seconding. Dr. Leis noted that some changes were made very late as school is about to begin and directed the Board to the appropriate memo in Diligent. Motion carried (4-1), with Member McKee opposed.

3. Informational / Discussion Items

3.01. Purchases over \$50,000

Mr. Timothy presented the month's purchases over \$50,000. He noted that School Foods is preparing for the new school year with food supply orders, Technology is purchasing Chromebooks and computers as part of its annual rotation, Maintenance is progressing on FY26 Capital Outlay Projects, and Transportation is acquiring a new vehicle as part of its white fleet rotation. Purchases included:

- 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 5th 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

3.02. Calendar Items

Dr. Woodford directed the Board to the link in Diligent with upcoming dates, including ribbon-cutting ceremonies for the new preschool and the Teen Center at UHS, with many attendees expected from VCBO and Utah State. The next Board Meeting is September 10, followed by the Homecoming game on September 12.

3.03. Superintendent and/or Board President follow up or clarification on items discussed during the meeting.

President Chivers presented an idea from Member McClellan that the Board draft a letter to state legislators regarding the process for valuation protests for centrally assessed businesses (USTC and legislators). The letter would encourage statutory changes to make judgment levies an automatic notice to taxpayers and propose eliminating the requirement of Truth-in-Taxation. President Chivers supported Member McClellan's proposal and suggested discussing it with local state officials. He requested that it be included as a discussion item at the Board Retreat and shared with neighboring districts for feedback. Dr. Woodford expressed his support, and President Chivers encouraged any Board members with concerns to raise them sooner rather than later.

Closing remarks were given by the Board.

4. Closed Session

President Chivers stated the need to enter into Closed Session. Member Massey moved to enter Closed Session for the purpose of a strategy session to discuss pending or reasonably imminent litigation, with Member Maynard seconding.

Roll call vote was as follows:

- Maynard: Aye
- Massey: Aye
- McClellan: Aye
- McKee: Aye
- Chivers: Aye

The board entered Closed Session at 7:06 p.m.

Upon returning, Member Massey moved to resume the Business Meeting, with Member Maynard seconding. Motion carried unanimously.

5. Adjournment

5.01. Meeting Adjourned

Member McClellan moved to adjourn the Business Meeting, with Vice President McKee seconding. Motion passed unanimously, and the meeting was adjourned at 7:46 p.m.

DATE: August 13, 2025

TO: UNTAH BOARD OF EDUCATION

FROM: Dr. Mistalyn Leis, Director of Human Resources

RE: Board Approval Request for **August 13, 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
Judith Jackson	Intervention Aide	Ashley	0.7375	All Required	Program 7801 ESEA Title 1 LEA Grants
Vanity Caldwell	Food Service Worker	Ashley	0.60	All Required	Program 8000

					School Foods Program
Gentry Jensen	Intervention Aide	Ashley	0.7375	All Required	Program 0183 Specialists and Aides
Emmalee Helco	Intervention Aide	Ashley	0.7375	All Required	Program 5420 TrustLands
Sarah Draper	Speech Language Technician	CEC	0.50	Bachelor of Science Major: Speech and Hearing Science	Program 1215 SpEd Preschool
Rachel A. Baker	SpEd Preschool Aide	CEC	0.4875	All Required	Program 1205 SpEd Add On
Sabrina Winsor	SpEd Preschool Aide	CEC	0.4875	All Required	Program 1205 SpEd Add On
Haley Harman	SpEd Aide (One-on-One)	Discovery	0.875	All Required	Program 1205 SpEd Add On
Connie Roberts	Computer Specialist	Discovery	0.60	All Required	Program 0183 Specialists and Aides
Holly Bryson	Student Support Aide	Discovery	0.7375	All Required	Program 5420 TrustLands
Makenna Pierce	Instructional Aide	Discovery	0.60	All Required	Program 5420 TrustLands
Marcos Vaughn	School Social Worker	EVE and Lapoint	1.0	Master of Social Work Major: Social Work	Program 5344 Students at Risk Add On
Macey Bell	Speech Language Technician	Lapoint	0.625	Bachelor of Science Major: Communicative Disorders	Program 1225 SpEd Impact Aid
Tanner Credaroli	Grade 2 Teacher	Lapoint	1.0	Bachelor of Arts Major: Educational Studies	Program 5201 Class Size Reduction K-8
Amy Hammon d	School Counselor and 504 Specialist	Naples	1.0	Master of Arts Major: School Counseling Major: Clinical Mental Health	Program 5344 Students at Risk Add On

Stephanie Miller	Intervention Aide	Naples	0.7375	All Required	Program 7801 ESEA Title 1 LEA Grants
Mandi Gabbitas	Intervention Aide	Naples	0.7375	All Required	Program 5420 TrustLands
Ailyn Reveles	SpEd Aide	Naples	0.7375	All Required	Program 1205 SpEd Add On
Laura Allred	Speech Language Technician	Maeser	0.625	Bachelor of Science Major: Communicative Disorders	Program 1205 SpEd Add On
Kaitlyn Buckner	Half-time SpEd Teacher	Maeser	0.50	Bachelor of Science Major: Special Education	Program 1205 SpEd Add On
Amy Roundy	CTE FACS Teacher	UMS	0.50	Bachelor of Science Major: Elementary Education	Program 0050 Regular Ed
James Middleton	Custodian	UHS	1.0	All Required	Program 0285 Maintenance Operations
Daisy Williams	Athletic Secretary	UHS	0.7375	All Required	Program 0299 Athletics
Janet Mitchell	Teen Center Facilitator and Attendance Tracker	UHS	1.0	All Required	Program 5678 TSSA
Marnie Barrus	Half-time Teacher (Safe Schools)	AVEC/ SMYC	0.50	Bachelor of Arts Major: History Teaching	Program 0050 Regular Ed
Troy Lupcho	Bus Driver	Transportation	0.7375	All Required	Program 5315 Pupil Transportation
Ashley Slaugh	Bus Driver	Transportation	0.7375	All Required	Program 5315 Pupil Transportation
Amanda Chivers	Bus Driver	Transportation	0.7375	All Required	Program 5315 Pupil Transportation

Kurt Case	SpEd Bus Aide	Transportation	0.7375	All Required	Program 1205 SpEd Add On
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NEWLY ASSIGNED EMPLOYEES – BOARD APPROVAL REQUESTED:

Name	Former (Current) Assignment	New Assignment	Effective Date
Tressa Amber Johnson	SpEd Aide (0.7375 FTE) @ UHS	Custodian (1.0 FTE) @ UHS	7/1/2025
Stepfanie Harrison	SpEd Bus Aide (0.7375 FTE) @ Transportation	Bus Driver (0.7375 FTE) @ Transportation	7/10/2025
Mallory Hoffart	Instructional Coach (1.0 FTE) @ Discovery	Principal (1.0 FTE) @ Maeser	8/1/2025
Amanda Remington	Instructional Coach (1.0 FTE) @ USD	Assistant Principal (1.0 FTE) @ UMS	8/1/2025
Lorrie Taylor	Roving Custodian (1.0 FTE) @ Maintenance	Head Custodian (1.0 FTE) @ Ashley	8/11/2025
George Laub	School Social Worker (1.0 FTE) @ EVE & Lapoint	School Social Worker (1.0 FTE) @ Ashley	8/19/2025
Deborah Ososki	Cook (0.75 FTE) @ Maeser	Head Cook (0.875 FTE) @ Maeser	8/19/2025
LaDonna Christensen	Instructional Aide (0.65 FTE) @ Maeser	SpEd Aide (0.7375 FTE) @ Maeser	8/19/2025
Melissa Dossett	Food Service Worker (0.7375 FTE) @ Maeser	SpEd Aide (0.7375 FTE) @ UMS	8/19/2025
Becka Slaugh	Cook (0.75 FTE) @ Discovery	Head Cook (1.0 FTE) @ VMS	8/19/2025
Karen Laub	Math Aide (0.7375 FTE) @ UHS	Tribal Tutor/Teen Center Mentor (1.0 FTE) @ UHS	8/19/2025
Jennifer Huntington	SpEd Aide (0.7375 FTE) @ UHS	SpEd Behavior Aide (0.875 FTE) @ UHS	8/19/2025
Sarah Sisto	Grade 5 Teacher (1.0 FTE) @ Discovery	Instructional Coach (1.0 FTE) @ Discovery	TBD

NEWLY HIRED EXTRACURRICULAR COACHES:

Name	Program	School	Years of Service
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Brooklyn Jenson	Cross Country Team Assistant	UHS	\$500-\$1000 (stipend amount depends on funding)
Johnathon Topham	Game Day Coordinator	UHS	\$9,000 stipend (divided over 3 trimesters)
Lacey Grammer	Assistant Girls Basketball Coach	UHS	4
Alicia White	Girls Basketball Team Assistant	UHS	\$500-\$1000 (stipend amount depends on funding)
Rebecca Wilkey	Middle School Athletic Director	UMS	\$4,000 Stipend
Joseph Runs Through	Assistant Cross Country Coach	UMS	1
Amanda Uasilaa	Assistant Volleyball Coach	UMS	1