

June 2025 Board Meeting
Meeting Location: District Office and Virtual
Meeting Date: Tuesday, June 17, 2025

Members present

Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

Others present

Superintendent Christine Fitzgerald, Business Administrator Tyrel Pemberton, Human Resources Director Laura Palmer, Assistant Superintendent Dr. Derek Begay, Mason Lyman, Eva Ewald, Jared Brown, Jeanna Grover, Jonathan English, Jeffery Fitzgerald, Steve Francom, Paul Murdock, Anna Fredericks

Meeting called to order at 3:00 PM

A. Oath of Office - 3:00 p.m.

1. Board Member Oath of Office - Laura Palmer - 3 min

Human Resources Director Laura Palmer conducted the Oath of Office for newly appointed School Board Member Don Mose III. Don Mose III replaces Nelson Yellowman in District 5.

B. Approval of Agenda

1. Approve Agenda

Motion to approve the Agenda.

Motion by Ron T Nielson, second by Lucille Cody.

Final Resolution: Motion Carries

Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

C. SJ Quest Update

1. Spotlight Report- Strategic Planning Update - Christy Fitzgerald- 3 min

Superintendent Fitzgerald shared the second meeting progress of the Strategic Planning Group. Next meeting will outline plan, final goals, implementing and tracking, and community engagement components.

D. Board Discussion Items (*Note. discussion items not discussed before 5PM break will be discussed later in the agenda at the board's discretion*)

1. SJSD Policy 8310 District Data Security – 2nd Viewing – Laura Palmer & Jared Brown – 5 min.

Human Resources Director Laura Palmer and Data Specialist Jared Brown shared updates to Policy 8310 for a second reading. The first reading was last fall, it was returned for grammar and state code addition. The policy has been updated to address biometric data collection (for employee time punching) as well as data security and breach policy/procedures.

2. SJSD Policy 2200 The School District Organization – Eligibility, Qualifications, Responsibilities – Laura Palmer – 3 min.

The policy has been updated to reference updated state codes and the newly updated Board Member Handbook. Board President MariAnell Barton recommended the policy be added to the website in the "Board" section for convenience of public access to Board operational information.

3. SJSD Policy 6568 Student Conduct & Discipline – Safe Schools – Interfering Devices – Laura Palmer & Christine Fitzgerald – 10 min.

Laura Palmer noted that the policy and current updates applies to Smartphones, Smartwatches and other interfering devices (earbuds or headphones); The policy definitions include clarification of "classroom time" vs. "instruction time" and what types of devices are included in the policy. The policy and procedures are required by the State and further require the district to have a standard policy, with allowance for school-level policies to be more specific, but meet the district policy at a minimum.

Superintendent Fitzgerald shared a draft possible parent/school student informational items and informative posters. She shared a draft of the suggested verbiage for policy and or disciplinary action if offenses are made by the student. The hope is to have it prepared for registration processes.

4. SJSD Policy 6610 Student Activities: Extracurricular Activities – Laura Palmer & Christy Fitzgerald – 5 min.

Policy has minor revisions 6610.5 item #2 stating that students must be enrolled in at least half of the high school periods (4 classes) to participate in extracurricular activities.

Board Member Ron Nielson noted there may be concern regarding holding contests at Junior High level for inter-district priority, and that it may be unbalanced competition.

It was also noted that 6610.9 Track and Field might be considered for 6th grade may have opportunity, but will not be District sanctioned competition until 7th grade or higher.

Mrs. Palmer also noted that section 6610.8 Supervisory Conduct has been eliminated as it is already addressed in other policy.

5. SJSD Policy 4128 Salary Supplement for Highly Needed Educators – Laura Palmer – 5 min.

Policy 4128 was introduced as a new policy, first reading. It is required by the State legislature to support the SHINE program, which is replacing TSSP.

The funding received from the state will be guided by district policy to allow districts to make changes for "highly needed" educators. The policy defines eligible teachers and options for utilizing the salary supplement program. The funding will amount allotted will be based on the official October 1 student enrollment count and the needs of district, specifically for positions districts have a hard time filling and retaining.

Laura Palmer noted that the district is required to write the distribution amounts specifically into the policy, and therefore the policy will be revisited annually to update specific allotted amounts.

6. SJSD Policy 6560 Student Conduct & Discipline – Safe Schools – Bullying, Cyberbullying, Hazing and Retaliation – Laura Palmer – 5 min.

Mrs. Palmer noted that Policy 6560 was written to match all new requirements from the last two legislative sessions, most notably the updating the State outlined definition of bullying. The revised policy also identifies guidance to what is not considered bullying. Further, the policy identifies use of technology when considering bullying, stating that students cannot record and share a recording of bullying if the purpose is to incite or encourage additional bullying. She also noted that the School Community Council representatives, Principals and student advisory committee have all offered feedback on the presented policy. Mrs. Palmer stated that due to the updates in Policy 6560 and if the School Board decides to approve Policy 6560, that Policy 6565 is recommended to be retired due to redundancy.

Board Member Ron Nielson recommended considering how to address stakeholder and student information and education regarding updated definitions and clarifying what actions would be defined as bullying in schools.

7. SJSD Policy 4311 Employee Standards of Conduct – Bullying & Hazing – Laura Palmer – 5 min.

Mrs. Palmer shared updates in definitions and employee codes of conduct related to bullying and hazing. She noted that all updates and definitions are updated similarly to Policy 6560. It was noted that this policy was reviewed a year ago by the Policy Committee and the only change since that time is the State's updated definition of bullying.

8. SJSD Policy 4123 District Employment – Nepotism – Laura Palmer – 5 min.

Mrs. Palmer shared new definitions added to the policy to update to match state code, including adding verbiage of "household member", instead of "relative" as clarifying criteria. It was also noted that the threshold to be identified as "town" was previously population of 800, is updated to population 1000 in the policy. Finally, the updated policy includes an addition for defining and prohibiting retaliation.

9. SJSD Hiring Practices and Record Keeping Overview – Laura Palmer – 15 min.

HR shared current hiring practices and procedures at the district, citing Policies 4110 and 4120 as the governing policy.

Policy 4110 outlines veterans (required by state law) and native preference (voluntary preference by district), and the processes to follow these preferences in hiring. For Veterans, all applications require applicants to answer if they are a veteran, and these applications are given preference for consideration at the beginning of the hiring process. For Native American preference applicants can have the option to self-identify their race, and while it is noted in applicant screening, the preference is district-voluntary and is not considered until the end of the interview process.

Policy 4120 outlines district hiring practices, and gives the Superintendent the right to issue position reassignment if it's in the best interest of the district.

Mrs. Palmer further outlined the process for administrators when requesting a position, funding that would support the position and all supporting information substantiating the position request. HR then assigns a job description and posting. Mrs. Palmer also noted the current job vacancy advertising practices and shared an example of the objective screening criteria for licensed positions.

Mrs. Palmer outlined the Hiring Committee selection processes, fairness protections for interviewing applicants and the screening matrix with weight of voting within the hiring committee members. She also confirmed that it is a district requirement that any employee who would be working with students to pass a background and reference check. Superintendent Fitzgerald noted the many facets and processes followed to ensure fairness and screening and commended the HR department for their detailed work.

10. SJSD Policy 3100 Financial Administrative Procedures – Tyrel Pemberton – 10 min.

Policy 3100 was presented for a 1st reading by Business Administrator Tyrel Pemberton. He noted that the policy is intended to communicate the larger message of district financial procedures and purposes behind them, as well as safeguard all public funds, and compliance with regulations from the state and federal level for all funding received and spent in the district. He did note that this policy will impact some of the assurances we submit to the state and is also part of the audit that the Auditing team considers each Fall Audit.

Mr. Pemberton shared the purpose and segregation of duties and protections from overlap are put in place to safeguard all public funds and staff who handle funds.

11. Entryway Projects - Tyrel Pemberton & Steve Francom - 10 min

Business Administrator Tyrel Pemberton noted that earlier in the summer the district procurement team opted to re-open bids for the Montezuma Creek Elementary and San Juan High School entryway remodel projects, due to lack of response. Since the bid re-opening, there has been better response, noting that the lowest bid received for the projects was from local contractor, Tri Hurst Construction.

Steve Francom recommends waiting on security film addition to entryways, in order to consider other vendors for a more competitive bid process as there is only one Utah vendor at this time who can install the security film. He stated that the bulk remainder of the projects could move forward should the board approve the bid selection, with construction starting immediately following approval. The construction may still be in progress when the fall term begins, but school administration and Mr. Francom have prepared a plan for school starting and construction complications, and the preference from building administration is to move forward asap.

The next 2 projects for entry ways will be Albert R. Lyman Middle School and Monticello High School, whose designs will be presented later this fall and could possibly begin summer 2026.

12. New Blanding Elementary School Updates - Tyrel Pemberton - 5 min

Business Administrator Tyrel Pemberton shared updates on the construction of the new Blanding Elementary School. He shared renderings for the new board member to review as well as the progress video. He noted the project is on schedule for early finish. The completion was originally scheduled for early June 2026, and contractors have confirmed they are on track to complete early.

Steve Francom addressed the drainage pond concerns on the south east corner of the lot. He proposed three options for the pond, noting that the current design (selected for cost) is leaving a "pond" with rock lining and potential pooling when water is present. He noted the health and safety concerns regarding the current design and proposed an alternative plan of retaining the water drainage in underground containers which will circumvent the dangers and issues of standing water, while allowing for potential water repurposing.

13. Review and draft official responses to formally submitted suggestions and comments to improve the education of Native American Students and provide equitable access to programs, services, and activities - Christy Fitzgerald- 10 min

Superintendent Christine Fitzgerald presented all questions, comments and district responses from SY2024-25 to the board for review and approval, as required in the SJSD Native American Policy and Procedures.

14. The San Juan School District will assess the extent to which Native American children participate on an equal basis with non-Native children in the District's education program and activities - Christy Fitzgerald- 10 min

Superintendent Christine Fitzgerald presented Native American participation data from SY2024-25 to the board's information, as agreed upon in the SJSD Native American Policy and Procedures. Data includes all sports extracurriculars, as well as a sampling of clubs and other non-academic programs and elective course offerings.

E. School/Director - Board Reflection Opportunity 4:00 p.m.

1. Report- Food Service - Anna Fredericks - 10 min

Food Service Director Anna Frederick shared celebrations, challenges and goals of the Food Service team. She noted that 546,864 meals served this year (3,072 meals per day), reimbursement amounts were lower this year by just over \$60,000 currently, as we await final liquor tax reimbursements, and that second chance breakfast in high schools has been very well received by students. We served 1834 more breakfasts this year than last year. This is the second year of the program.

Mrs. Fredricks noted some difficulties including: finding new full-time employees, lack of substitutes to work in kitchens, new USDA regulations, struggles to catch up to pre-Covid supply and suitable alternatives for items. Further, the nationwide climbing food costs and federal reimbursements are not increasing at the same pace make it hard for all nutrition services state wide to break even.

Department goals presented include: complete a triennial District Wellness policy review and present necessary updates or changes to the Board for approval, review the added sugars and sodium numbers from the USDA regulations into menus, continue to fine tune current programs and prepare for the 2026-27 school year federal program review

2. Report- Special Education - Paul Murdock - 10 min

Special Education (SpEd) Director Paul Murdock shared celebrations, challenges and goals of the Special Ed and Itinerant Teams. He shared districtwide statistics for SpEd enrolled students, including totals by disability and totals by grade level. He shared health office visits and outcome statistics, noting a 10% decrease in students being sent home from school for health complaints.

Mr. Murdock noted some celebrations, including: a full-time experienced SLP will be joining our district, one of SJSD's current SLTs (Speech Language Technician) is in a Master's Program to earn her SLP Licensure, and Spencer Singer coming on board as the Director of Special Education Programs.

F. Break - @ 5:00 p.m.

G. Welcome and Recognition of Guests - 6:00 p.m.

H. SJ-2 Recognition Awards

I. San Juan Sweet Job Award: Billy Maloy

J. Citizen Comments

1. Citizens' Comments

In reviewing the proposed revision to the policy for extracurricular activities I noticed that it is not the same as UHSAA. UHSAA says "a fulltime student is defined as a student who is enrolled at a UHSAA member high school for at least half of the periods offered at that high school OR be a senior on track for graduation". My son has been taking extra classes so his senior year he will only have to have the one required LA credit and plans to take some college classes. I understand his college classes will count toward his required classes but some kids do not want to go the traditional route of a 2 year or a 4-year college and want to do a trade instead. If the student wanted to play sports their senior year they would have to enroll into non-necessary classes just to fill the 4-class requirement. Is there a reason you are leaving out the OR senior on track for graduation? Will they not be counted in enrollment unless they have 4 classes so the school district will lose funding? If that is the case then I can understand why the policy is written that way.

~Comment submitted via email from Kayela Bradford, read into Public Record by Eva Ewald

Dear San Juan School Board,

I would like to raise some concerns regarding changing the policy for student activities - extracurricular. As stated, last year San Juan school district followed UHSAA rules and if the senior was on track to graduate they were not required to take half or a full schedule.

I have an upcoming senior that has taken as many CTE classes as possible in several different pathways. He has taken summer and concurrent enrollment classes. He is on track to graduate next year. He plays football, participates in Skills USA and FFA. He does not need half a schedule next year.

At the end of his junior year he met with the counselors and planned his senior year. He will not be the only senior very frustrated to come back in August to find this has changed over the summer with no heads up.

I feel that we should be communicating this change better and maybe for later date.

If this is affecting teachers I can respect that as well, so again I would say let's communicate to students, parents, and staff that this change is coming so there can be some planning involved.

Thank you for your time.

~Comment submitted via email from Monica Jacobsen, read into Public Record by Eva Ewald

J. Closed Session *(At Board Discretion, Closed Session may be Moved)*

- 1. Purchase, exchange or lease of real property**
- 2. Litigation**
- 3. Personnel**
- 4. Security**

No Closed Session needed at this time.

K. Consent Agenda

- 1. Minutes**
- 2. Revenue Reports**
- 3. Expenditure Reports**
- 4. School Expenditure Reports**
- 5. Personnel Report(s) and Information**
- 6. Monthly Checks**
- 7. Board Travel Reports**
- 8. Home School Requests**
- 9. Student Hearings**
- 10. SJSD Revised School Spend Plans**
- 11. Fall 2025 Activity Reports and 150 Mile Forms**
- 12. School Land Trust Amendments**
- 13. Approval of all Consent Agenda Items**

Motion to approve the Consent Agenda.

Motion by Ron T Nielson, second by Colleen Benally.

Final Resolution: Motion Carries

Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

L. 2025-2026 SJSD Budget Public Hearing 6:15 p.m.

1. Revised Fiscal Year 2025 and Proposed Fiscal Year 2026 Budget- Christy Fitzgerald & Tyrel Pemberton- 20 min

Business Administrator Tyrel Pemberton shared the proposed budget, highlighting the changes and more secured tax rates since the May board preliminary presentation.

2. Public Budget Hearing / 2025-26 SJSD Budget – Public Comment

No Public Comment.

3. 2025-26 Budget Action Item

Motion to adopt the revised Fiscal Year 2025 budget and the proposed Fiscal Year 2026 budget and to also set the tax rate at the certified rate by setting the Board Local Levy at 0.0004, the Voted Local Levy at 0.0016, and the Capital Local Levy at 0.002629.

Motion by Colleen Benally, second by Lucille Cody.

Final Resolution: Motion Carries

Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

M. Possible Action Items

1. SJSD Policy 8310 District Data Security

Motion to adopt SJSD Policy 8310 District Data Security.

Motion by Ron T Nielson, second by Colleen Benally.

Final Resolution: Motion Carries

Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

2. SJSD Policy 2210 The School District Organization - Eligibility, Qualifications, Responsibilities

Motion to approve SJSD Policy 2210 – School District Organization – Eligibility, Qualifications, Responsibilities.

Motion by Lucille Cody, second by Colleen Benally.

Final Resolution: Motion Carries

Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

3. SJSD Policy 6568 Student Conduct & Discipline - Safe Schools - Interfering Devices

Motion to approve SJSD Policy 6568 – Student Conduct & Discipline – Safe Schools – Interfering Devices.

Motion by Colleen Benally, second by Ron T Nielson.

Final Resolution: Motion Carries

Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

4. SJSD Policy 6610 Student Activities: Extracurricular Activities

Motion to approve Policy 6610, Student Activities: Extracurricular Activities, with the addition of "Track and Field" in Section 6610.4, #9.

Motion by Don Mose III, second by Ron T Nielson.

Final Resolution: Motion Carries

Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

5. SJSD Policy 4128 Salary Supplement for Highly Needed Educators

Motion to approve SJSD Policy 4128 Salary Supplement for Highly Needed Educators.

Motion by Ron T Nielson, second by Lucille Cody.

Final Resolution: Motion Carries

Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

6. SJSD Policy 6560 Student Conduct & Discipline - Safe Schools - Bullying and Hazing

Motion to replace SJSD Policies 6565 and 6560 with the proposed SJSD Policy 6560.

Motion by Lucille Cody, second by Don Mose III.

Final Resolution: Motion Carries

Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

7. SJSD Policy 4311 Employee Standards of Conduct - Bullying & Hazing

Motion to approve changes to SJSD Policy 4311 Employee Standards of Conduct – Bullying & Hazing.

Motion by Colleen Benally, second by Ron T Nielson.
Final Resolution: Motion Carries
Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

8. SJSD Policy 4123 District Employment - Nepotism

Motion to approve SJSD Policy 4123 District Employment – Nepotism.

Motion by Don Mose III, second by Colleen Benally.
Final Resolution: Motion Carries
Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

9. SJSD Policy 3100 Financial Administrative Procedures

Motion to adopt SJSD Policy 3100 Financial Administrative Procedures.

Motion by Ron T Nielson, second by Lucille Cody.
Final Resolution: Motion Carries
Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

10. SJH and MCES Entryway Project Contract

Motion to approve district administration to enter into a contract with lowest qualified bidder, Tri-Hurst Construction, for the completion of both the San Juan High and the Montezuma Creek Elementary entryway projects.

Motion by Lucille Cody, second by Ron T Nielson.
Final Resolution: Motion Carries
Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

11. Official responses to formally submitted suggestions and comments to improve the education of Native American Students and provide equitable access to programs, services, and activities

Motion to accept official responses to formally submitted suggestions and comments to improve the education of Native American Students and provide equitable access to programs, services and activities.

Motion by Colleen Benally, second by Lucille Cody.
Final Resolution: Motion Carries

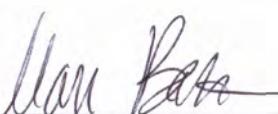
Yea: Colleen Benally, Nan Barton, Ron T Nielson, Lucille Cody, Don Mose III

N. Information Items

- 1. Board Meeting July 16th (if needed) & August 5, 2025 @DO/Virtual**
- 2. July 4th Holiday**
- 3. July 24th Holiday**

O. Adjournment

- 1. Adjournment**



Nan Barton

Board Officer



D. K.

District Administrator