



Board Meeting Packet

Founded upon Montessori philosophy, the mission of Mountain West Montessori Academy is to facilitate student-centered learning and intellectual curiosity through an individualized and interdisciplinary curriculum, hands-on experience, and community involvement.

October 13, 2025

Mountain West Montessori Academy Board of Directors Meeting Agenda Monday, October 13, 2025

Location: MWMA Library, 4125 W. Foxview Drive, South Jordan, UT 84009



NOTE: It is possible that the MWMA Board of Directors may be utilizing an electronic meeting component with one or more of their members.

Founded upon Montessori philosophy, the mission of Mountain West Montessori Academy is to facilitate student-centered learning and intellectual curiosity through an individualized and interdisciplinary curriculum, hands-on experience, and community involvement.

AGENDA

2025-2026 BOARD PRIORITIES

Expand Mathematics, Pedagogy & Fidelity
Educate Stakeholders and Community about Montessori education
Develop Artificial Intelligence Policies & Procedures

6:00 PM – INTRODUCTORY ITEMS

- Call to Order – Steve Barnes (2 minutes)
- School Mission (1 minute)
- Montessori Mastery – Rebecca Akester (5 minutes)

6:08 PM – PUBLIC COMMENT (Items Not on the Agenda – Limit 3 Minutes)

6:08 PM – REPORTS

- Administration
 - [State of the School](#) – Angie Johnson (20 minutes)
 - ✓ [Toilet Training Administrative Procedures](#)
- Board of Directors
 - [Financial Update](#) – Andrew Marx/Cathie Hurst (2 minutes)

6:30 PM – CONSENT ITEMS

- [August 25, 2025 Board Meeting Minutes](#)

6:31 PM – VOTING ITEMS

- [Amend SLT Membership & Election Procedures](#) – Angie Johnson (2 minutes)
- [Hotline Complaint Policy](#) – Brandon Fairbanks (2 minutes)
- [Amend Bullying & Hazing Policy](#) – Brandon Fairbanks (2 minutes)

6:07 PM – DISCUSSION ITEMS

- Calendaring – ALL (5 minutes)
 - Next Pre-Board Meeting – November 5th @ 5:00 p.m.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

- Electronic Board Meeting – November 17th @ 5:30 p.m.
- Holiday Social on December 1st @ 6 p.m.

6:12 PM – CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual and/or to discuss deployment of security personnel, devices, or systems pursuant to Utah Code 52-4-205(1)(a) & (f) [IF NEEDED]

6:20PM – ADJOURN

UPCOMING CALENDAR ITEMS

November

Bond Investor Call Notice
2026-2027 School Fees
2026-2027 School Calendar

January

Audit Review
Gifted & Talented Grant Report
Review Final FY25 SLT Plan
Present Gifted & Talented Grant
Sex Ed/Maturation Curriculum [if changing]

February

9th Grade Trip Expense [if needed]
SLT Training Assurances
Board Vacancies
Curriculum Purchases (2 Public Comment Periods)

March

2026-2027 School LAND Trust Plan
Annual Open Meetings Act Training

April

2026-2027 Parent Handbook
Annual Comprehensive Guidance Data Review
Review Positive Behavior Plan
New Application for 3-yr Mental Health Grant (Due May 31st)

May

Audit Engagement Letter
2026-2027 Strategic Planning
2026-2027 TSSA Plan
Property & Liability Insurance Renewal
Director Bonus/Salary
Director Evaluation

June

2026-2027 Annual Budget
2025-2026 Final Amended Budget
2026-2027 Sex Ed Instruction Committee
Ratify Board Members & Terms
Ratify Board Officers
2026-2027 Board Meeting Schedule
Mental Health Screening Determination (if changes)
Annual Policies Review
Annual Fraud Risk Assessment/Ethical Behavior
Additional Contracted Services (SL a la Carte)

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Director's Report

10.13.25



2025-26 Board Goals & Priorities:

- ★ Expand mathematics pedagogy & fidelity
- ★ Educate stakeholders and the community about Montessori education, particularly about building independence and resilience in students
- ★ Develop Artificial Intelligence policies and procedures and incorporate appropriate AI usage into teacher work and student learning

LET THEM GROW

- ★ Independence-Building Practical Life Homework: Shares
- ★ Jog-A-Thon

MARKETING

- ★ All-Access Video

MATHEMATICS

- ★ BOY Math Data

HIGHLIGHTING A STRENGTH:

- ★ Staff Social Events

HIGHLIGHTING A CHALLENGE:

- ★ Student Behavior Data

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Toilet Training Administrative Procedures

These procedures are established in accordance with the Toilet Training Policy established by the School's Board of Directors.

Students Who are not Toilet Trained

In the event a student seeking to enroll in the School is not toilet trained, or if a student who is already enrolled in the School is found to not be toilet trained, the School shall:

- (a) consider whether the student's lack of toilet toileting may be a sign of a disability that could impact the student's education, including by conducting an initial evaluation consistent with the School's child find obligations, if appropriate; and
- (b) determine whether the student is not able to be toilet trained because of a disability that is described in the student's IEP or Section 504 plan.

The School may, consistent with its lottery and enrollment policies, enroll a new student or maintain the enrollment of an existing student who is found to not be toilet trained if the School determines that the student is not able to be toilet trained because of a suspected disability that is subject to federal child find requirements or that is described in an IEP or Section 504 plan.

However, if the School determines that neither of these exceptions apply with respect to the student, the School shall:

- (a) in the case of a student seeking to enroll in the School, not enroll the student in the School; and
- (b) in the case of a student who is already enrolled in the School, unenroll the student from the School.

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Mountain West Montessori Academy

Board Profit and Loss

7/1/2025 - 9/30/2025

	Annual June 30, 2026	Year-to-Date Sept 30, 2025	
	Budget	Actual	% of Budget
Net Income			
Income			
Revenue From Local Sources	297,000	99,342	33.4 %
Revenue From State Sources	5,257,463	1,374,304	26.1 %
Revenue From Federal Sources	175,226	0	0.0 %
Total Income	5,729,689	1,473,646	25.7 %
Expenses			
Instruction/Salaries	2,921,168	405,186	13.9 %
Employee Benefits	785,378	104,343	13.3 %
Purchased Prof & Tech Serv			
0320 - Professional - Educational Services	129,500	10,015	7.7 %
0330 - Professional Employee Training and Development	22,250	5,855	26.3 %
0340 - Other Professional Services	56,950	17,472	30.7 %
0345 - Business Services	230,000	61,956	26.9 %
0350 - Technical Services	65,000	33,284	51.2 %
Total Purchased Professional & Technical Services	503,700	128,582	25.5 %
Purchased Property Services			
0410 - Utility Services	21,000	7,017	33.4 %
0422 - Snow Removal Services	13,000	0	0.0 %
0423 - Custodial Services	15,000	0	0.0 %
0424 - Lawn Care Services	16,000	7,800	48.8 %
0430 - Repairs & Maintenance Services	194,000	190,898	98.4 %
0441 - Rental of Land & Buildings	0	3,669	0.0 %
0442 - Rental of Equipment & Vehicles	16,562	4,043	24.4 %
0450 - Construction Services	30,000	0	0.0 %
0490 - Other Purchased Property Services	3,000	1,129	37.6 %
Total Purchased Property Services	308,562	214,556	69.5 %
Other Purchased Services			
0513 - Student Transportation Services - Commercial	30,000	1,050	3.5 %
0517 - Student Overnight Trips/Field Trips	30,000	1,221	4.1 %
0518 - Student Day Trips/Field Trips (includes Admission Charges)	15,000	1,352	9.0 %
0521 - Property Insurance	2,500	0	0.0 %
0522 - Liability Insurance	27,000	33,080	122.5 %
0530 - Communication (Telephone & Other)	6,800	1,307	19.2 %
0540 - Advertising	12,000	2,381	19.8 %
0580 - Travel/Per Diem	40,750	12,787	31.4 %
Total Other Purchased Services	164,050	53,178	32.4 %
Supplies & Materials			

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0610 - General Supplies	123,112	31,239	25.4 %
0610-001 - Furniture and Fixtures (not capitalized)	8,000	2,206	27.6 %
0621 - Natural Gas	12,000	238	2.0 %
0622 - Electricity	35,000	12,278	35.1 %
0630 - Food	115,000	23,381	20.3 %
0641 - Textbooks	3,000	7,250	241.7 %
0642 - E-Textbooks / Online Curriculum	0	4,734	0.0 %
0644 - Library Books	2,500	1,059	42.3 %
0650 - Supplies - Technology Related	75,000	19,693	26.3 %
0670 - Software	52,800	44,648	84.6 %
0680 - Maintenance Supplies and Materials	18,000	2,879	16.0 %
Total Supplies & Materials	444,412	149,605	33.7 %
Debt Services & Miscellaneous			
0810 - Dues and Fees	20,000	7,079	35.4 %
0830 - Interest	356,188	0	0.0 %
0840 - Redemption of Principal	180,000	0	0.0 %
Total Debt Services & Miscellaneous	556,188	7,079	1.3 %
Total Expenses	5,683,458	1,062,529	18.7 %
Total Net Income	46,231	411,117	889.3 %

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Mountain West Montessori Academy

Board Balance Sheet

As of 9/30/2025

	Period Ending 09/30/2025	Period Ending 09/30/2024
	Actual	Actual
Assets & Other Debits		
Current Assets		
Operating Cash		
Cash		
8111-05J-001 - MWMA ZB OP	1,234,690	839,032
8112-05J-001 - Zions Bank - Petty - MWMA	8,954	2,658
Total Cash	1,243,644	841,690
Investments	2,797,696	2,672,677
Operating Cash	4,041,340	3,514,367
Accounts Receivables	1,128	138,018
Total Current Assets	4,042,468	3,652,385
Restricted Cash	882,514	898,563
Net Assets		
Fixed Assets	9,315,699	9,168,589
Depreciation	(1,857,083)	(1,607,474)
Total Net Assets	7,458,616	7,561,115
Other Debits	(430,929)	(459,906)
Total Assets & Other Debits	11,952,669	11,652,157
Liabilities & Fund Equity		
Current Liabilities	38,335	16,536
Long-Term Liabilities	7,405,000	7,575,000
Fund Balance	4,098,216	3,516,871
Net Income	411,118	543,750
Total Liabilities & Fund Equity	11,952,669	11,652,157

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Mountain West Montessori Academy

Board Meeting Minutes

Monday, August 25, 2025

Location: MWMA Library, 4125 W. Foxview Drive, South Jordan, UT 84009



In Attendance: Steve Barnes, Nelson Altamirano, Corbin White, Gimenia Palmer, Sheri Ebert, Andrew Marx (5:57 p.m. via Zoom),

Others in Attendance: Coleen Dolan, Angie Johnson, Cathie Hurst, Dawn Kawaguchi, Brandon Fairbanks,

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MINUTES

2025-2026 BOARD PRIORITIES

Expand Mathematics, Pedagogy & Fidelity

Educate Stakeholders and Community about Montessori education

Develop Artificial Intelligence Policies & Procedures

5:54 PM – INTRODUCTORY ITEMS

- Call to Order – Steve Barnes
- School Mission – Corbin White
- Montessori Mastery – Alisha Kocs presented on Montessori coaching impact cycles, explaining how she works with teachers to set goals, provide feedback, and implement strategies for improvement. She reported that 15 teachers have set goals with her, 6 are working on observations, and 1 has no current plan. [See handout on “The Impact Cycle”]

There was no **PUBLIC COMMENT**.

REPORTS

➤ **Administration**

- *State of the School* – Angie Johnson discussed the state of the school, highlighting a smooth start to the year and board priorities including math pedagogy, Montessori education, and AI policies. She mentioned the "Let Them Grow" initiative promoting independence and resilience among students. Angie shared middle school protocols and technology use, highlighting a new policy that restricts cell phone usage during class but allows it during lunch. She also shared marketing data showing significant increases in social media interactions and website visits, which she attributed to improved SEO and business profiles. Angie noted that middle school enrollment has increased from 81 to 92 students, with a waitlist for the first

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time in several years, indicating the school's growing popularity. Angie reported on last year's Early Learning goals, noting an 11% increase in advanced quantity discrimination for first-grade math, though the literacy goal was not met. The statewide literacy goal for third graders was exceeded with 79% proficiency, and Angie attributed this success to effective multi-tiered support systems. For this year, the focus will be on math goals, with specific targets for kindergarten and first-grade students, while literacy goals have been abandoned in the Early Learning Plan. Angie also highlighted "What's New Around the School" starting with the parking lot safety challenges, Maria Montessori the Musical which will be in April, the Jog-A-Thon coming up on October 10th, New Spelling Bee this year, so many subs, and the updates on the Meal Charge & Alternate Meal ADMIN Procedures. There was a discussion on the marketing actions that Nelson's company did to increase the social media traffic and the changes made to help increase the literacy scores.

➤ **Board of Directors**

- Financial Update – Cathie Hurst explained that the financial statements are currently in flux due to ongoing audit processes and recent changes, including payroll accruals and grant reporting. She assured the board that the financial statements should stabilize by early September, with the audit expected to conclude by November. Cathie also mentioned a new Master Service Agreement for auditors that needs to be signed once by the Board President, and she praised the organization's financial stability and strong enrollment.

CONSENT ITEMS

- June 23, 2025 Board Meeting Minutes – There was no further discussion.
- Amend Pergola Maintenance & Block Seal Treatment including the caulking from not to exceed \$75,000 to not to exceed \$78,000 – There was no further discussion.

Corbin White made a motion to approve the consent items. Nelson Altamirano seconded the motion. The votes were as follows:

Steve Barnes – Aye
Gimania Palmer – Aye
Andrew Marx – Aye
Nelson Altamirano – Aye
Corbin White – Aye
Sheri Ebert – Aye

Motion passed unanimously.

VOTING ITEMS

Strategica Marketing Agreement – Angie Johnson would like to retain Nelson's company but would like Brandon to discuss the conflict of interest first. *Nelson Altamirano was excused at 6:32 p.m.* Angie continued to discuss her approach to why it is necessary to have a good marketing strategy, how it has brought up enrollment, and the reasonable cost compared to other marketing companies. Brandon discussed the conflict of interest and Angie shared her possible conflicts and still feels that their relationship will continue to stay professional. *Nelson Altamirano was invited back to the meeting at 6:45 p.m.* **Steve**

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Barnes made a motion to approve the Strategica Marketing Agency Agreement and allow the Principal to execute the agreement on behalf of the School. Gimenia Palmer seconded the motion. The votes were as follows:

Steve Barnes – Aye
Gimenia Palmer – Aye
Andrew Marx – Aye
Corbin White – Aye
Sheri Ebert – Aye

Motion passed with a majority vote. Nelson Altamirano abstained and did not vote.

- Property & Liability Insurance Renewal – Angie Johnson reviewed the School’s insurance policy, which saw a 15.2% increase. She is currently exploring alternative providers to find more competitive pricing. Angie also expressed dissatisfaction with Hanover, specifically regarding their requirement to use legal counsel selected by the company rather than allowing her to choose her own representation. **Andrew Marx made a motion to approve the renewal of the school’s insurance policies with Hanover. Sheri Ebert seconded the motion. The votes were as follows:**

Steve Barnes – Aye
Gimenia Palmer – Aye
Andrew Marx – Aye
Nelson Altamirano – Aye
Corbin White – Aye
Sheri Ebert – Aye

Motion passed unanimously.

- Policy Amendments – Brandon Fairbanks

- Child Abuse & Neglect Reporting Policy (ADMIN Procedures) – Brandon reviewed the updated Child Abuse & Neglect Reporting Policy and Administrative Procedures which have been made to bring the policy into better compliance with Utah law and USBE rule.
- Electronic Resources Policy (ADMIN Procedures) – Brandon reviewed the updated Electronic Resources Policy and Administrative Procedures which follows SB178 regarding the restriction of students use of cell phones, smartwatches and emerging technologies during classroom hours and their exceptions. The board engaged in a discussion about the ambiguity in defining what qualifies as an emergency.
- Kindergarten Toilet Training Policy – Brandon reviewed the updated Kindergarten Toilet Training Policy which now includes all students K-12 not just kindergarteners which constitutes a name change.

Steve Barnes made a motion to approve the Amended Child Abuse and Neglect Reporting Policy, the Amended Electronic Resources Policy, and the Amended Kindergarten Toilet Training Policy including updating the policy name to “Toilet Training Policy”. Nelson Altamirano seconded the motion. The votes were as follows:

Steve Barnes – Aye
Gimenia Palmer – Aye
Andrew Marx – Aye
Nelson Altamirano – Aye
Corbin White – Aye

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Sheri Ebert – Aye
Motion passed unanimously.

DISCUSSION ITEMS

➤ Calendaring – ALL

- Schedule an Electronic Board Meeting in September which was not needed.
- Next Pre-Board Meeting is on September 30th @ 5:00 p.m.
- Next Board Meeting is on October 13th @ 6 p.m. The board would like to move the rest of the meetings to 6 p.m. apart from the May Strategic Planning Meeting. Dawn will make those changes and send the calendar updates.

6:59 PM – Sheri Ebert made a motion to enter a CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual and/or to discuss deployment of security personnel, devices, or systems pursuant to Utah Code 52-4-205(1)(a) & (f) in the library. Corbin White seconded the motion. The roll call votes were as follows:

Steve Barnes – Aye
Gimania Palmer – Aye
Corbin White – Aye
Sheri Ebert – Aye
Nelson Altamirano – Aye
Andrew Marx – Aye

Motion passed unanimously.

Coleen Dolan was excused at 7:01 p.m.

7:17 PM – Steve Barnes made a motion to ADJOURN. The votes were as follows:

Steve Barnes – Aye
Gimania Palmer – Aye
Andrew Marx – Aye
Nelson Altamirano – Aye
Corbin White – Aye
Sheri Ebert – Aye

Motion passed unanimously.

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Mountain West Montessori Academy

Board of Directors

Closed Session Statement

Monday, August 25, 2025

Location: 4125 W. Foxview Drive, South Jordan, UT 84009



CLOSED SESSION SWORN STATEMENT:

*At a duly noticed public meeting held on the date listed above, the board of directors for **MOUNTAIN WEST MONTESSORI ACADEMY** entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual and/or to discuss deployment of security personnel, devices, or systems in accordance with Utah Code Ann. 52-4-205(1)(a) & (f).*

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 25th day of August, 2025.

Steve Barnes

Board Chair

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MWMA Board of Director's Meeting Monday, October 13, 2025

Action Item: *Amending SLT Council Membership & Election Procedures*

Issue:

Amending the School LAND Trust Council Membership and Election Procedures.

Background:

The Utah State Board of Education (USBE) recently updated its model Charter Trust Land Council Election Procedures and is recommending that Charter School Boards adopt them to ensure compliance. While the model procedures allows for some flexibility, the administration has collaboratively reviewed the options and developed a recommendation tailored to accommodate specific needs and operational context of the LEA.

Recommendation:

It is recommended that the Board approve the Amended School LAND Trust Council Membership & Election Procedures.

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School LAND Trust Council Membership & Election Procedures

Mountain West Montessori Academy (the “School”) has established a Charter LAND Trust Council (the “LAND Council”) to prepare a plan for the use of School LAND Trust Program money in accordance with state law and administrative rule.

1. **LAND Council Size & Composition.** The LAND Council shall consist of no fewer than **five (5) and no more than thirteen (13) members**. The LAND Council shall determine the size of its membership by a majority vote. The number of LAND Council members who are parents or grandparents of students enrolled at the School *shall* exceed all other members combined by at least two.

- a. If the School’s governing board meets the size and composition requirements above, the governing board will serve as the LAND Council.
- b. If the governing board does not serve as the Council, the Council shall consist of at least four of parents/grandparents. In addition, membership may also include staff members, School’s Principal, and other members that desire to serve on the Council.

2. **Election Procedures for Parents/Grandparents.** On or before **October 1st** each year, the Principal will notify parents/guardians about Council membership opportunities and the necessary steps to become a member. Notification will be **posted on website and school newsletter as well as the Parent Teacher Conference in September.**

- a. If the number of interested individuals exceeds the number of open positions, an election will take place. If an election is required, the school will notify families of the election process at least ten (10) days before voting commences.
 - i. Only parents of students currently attending the school are eligible to vote.
 - ii. Each parent will be given one (1) vote regardless of the number of family members that attend the school.
 - iii. Voting by secret ballot will be done through **Google Forms** and instructions for voting (including when voting opens/closes, submission

information as well as the candidate list will be included in the election notice described in paragraph 2(a) above.

iv. Absentee voting is not allowed.

v. If two or more candidates receive the same number of votes, the person who informed the Principal of their desire to serve first, based on date and time of email to Principal, will be given the place on the Council. Notice of desire stated in paragraph 2(a) above.

vi. The School's Principal will oversee the election to ensure compliance with these election procedures.

b. If the number of interested individuals is less than or equal to the number of open positions, an election is not required. Appointments by Principal will be made to fill any open seats.

3. **Parent/Grandparent Terms.** Terms shall be a 2-year term, and members are eligible for re-election. See paragraph (1) for eligibility to serve.

4. **Staff and Other Members Terms.** Terms shall be a 1-year term, and members are eligible for re-election.

5. **Officers.** Once established, the Council members shall elect from its membership a parent or grandparent of a student enrolled at the school to serve as Chair. The Principal may not hold an officer position.

6. **Filling Vacancies.** If a Council member resigns a replacement will be appointed by the Principal using the elections list if an election was held. If no election was held then the Principal will appoint a willing parent/grandparent to finish the incomplete term if the Council is not a parent majority or less than five (5) Council members.

7. **Quorum.** A quorum consists of a majority of the current members of the Council.

8. **Meetings.** The Chair shall schedule, provide notice, and convene the meetings of the Council consistent with the School Community Council Open and Public Meeting Act, 53G-7-1203.

9. **Council Responsibilities.** In accordance with state board rule regarding Charter Trust LAND Council expenditures and funding limits, a Council shall:

a. Prepare a plan for the use of School LAND Trust Program money.

b. Work with students, families, and educators and hold at least an annual discussion with charter school administrators to develop and incorporate safety principles at the school level.

c. Provide input to the School's Principal on a Positive Behaviors Plan.

~~**Election Procedures.** If the School's governing board does not serve as the LAND Council, membership shall consist of the required number of parents or grandparents of students, the School's director, and may also include other School employees.~~

~~The School will notify parents/guardians about the LAND Council and provide information on becoming a member of the School's LAND Council.~~

~~If the number of interested individuals exceeds the number of open positions, an election will take place. Families will be notified of the election process at least ten (10) days before voting commences, and each family will be given the opportunity to vote. Voting will be anonymous. The School's director will oversee the elections.~~

~~If the number of interested individuals is less than or equal to the number of open positions, an election is not required.~~

~~Terms shall be for a period of one (1) year, and members are eligible for re-election.~~

MWMA Board of Director's Meeting Monday, October 13, 2025

Action Item: *Hotline Complaint Policy*

Issue:

The School is required to have a Hotline Complaint Policy.

Background:

R277-123 requires each school to have on its website a link to the school's local education hotline or a link to the USBE's public education hotline so that the public can report alleged violations. The school does not have its own local hotline but does have a link on its website to the USBE's public education hotline. R277-123 also now requires each school to adopt a hotline complaint policy.

Per R277-123, this policy must establish how a school will respond to hotline complaints and contain steps a school must go through when responding to such complaints. The proposed Hotline Complaint Policy tracks the requirements in R277-123. It also explains that if a hotline complaint received by the school should have been addressed via the school's applicable grievance policy, the school may inform the USBE's Internal Audit Department (the department who handles USBE hotline complaints). This policy emphasizes that complainants should not use the hotline to bypass the school's grievance policies.

Recommendation:

It is recommended that the Board approve the Hotline Complaint Policy.

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Mountain West Montessori Academy
Hotline Complaint Policy
Adopted:



PURPOSE

The purpose of this policy is to outline, in accordance with Utah Administrative Code R277-123-7, how Mountain West Montessori Academy (the “School”) responds to and resolves Utah State Board of Education (“USB”) public education hotline complaints received as referrals from the USB Internal Audit Department.

POLICY

After the School receives a hotline complaint, if contact information for the complainant is available, designated School personnel will contact the complainant promptly and document (a) the School personnel that contacted the complainant; (b) the type of contact made (phone, email, etc.); (c) the date of the contact; and (d) the resolution of the concern or action steps to be taken.

The School will make at least two good faith attempts to contact a complainant when contact information is available.

The School will investigate, respond to, and attempt to resolve hotline complaints in accordance with the requirements set forth in R277-123-7 and School policy. If the School determines that a hotline complaint should have been addressed by way of the School’s applicable grievance policy, the School may inform the USB Internal Audit Department. To the extent allowed by R277-123 and applicable law, complainants should not use the hotline to bypass the School’s grievance policies.

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HOTLINE TRAINING ACKNOWLEDGEMENT

Training Link: <https://www.youtube.com/watch?v=gwbqoAHS0rI>

This training explains the requirements of Utah Board Rule [R277-123](#), which establishes an optional process for reporting violations of statute and rule in public education. It outlines how the Public Education Hotline and LEA-level hotlines function, the responsibilities of the Utah State Board of Education's Internal Audit Department, and the duties of local boards and LEA administrators in receiving, investigating, and resolving hotline complaints.

ACKNOWLEDGMENT

By signing below, I confirm that I have completed this training.

Signature _____

Board Member or Administrator Name

Date

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In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

MWMA Board of Director's Meeting Monday, October 13, 2025

Action Item: *Amending Bullying & Hazing Policy*

Issue:

Amending the School's Bullying & Hazing Policy.

Background:

SB 223 from the 2025 legislative session amended the definition of bullying and broke it down into "staff bullying" and "student bullying." Both of these bullying definitions require repeated misconduct or a single egregious act that involves an imbalance of power. In light of SB 223, the USBE amended its bullying rule in R277-613 to not only incorporate the new definitions of staff bullying and student bullying, but to make other changes as well. These other changes include, but aren't limited to, amending the definition of "civil rights violation," prohibiting students and employees from creating or distributing sexually explicit or nonconsensual intimate images, and adding "safe digital citizenship" to the list of bullying and hazing topics schools must train on. The school's Bullying and Hazing Policy has been revised to comply with the changes brought about by SB 223 and the revised rule in R277-613.

Recommendation:

It is recommended that the Board approve the Amended Bullying & Hazing Policy.

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Mountain West Montessori Academy Bullying & Hazing Policy

Adopted: January 27, 2014

Amended: June 20, 2017

Amended: December 3, 2018

Amended: October 26, 2020

Amended: October 17, 2022

Amended: August 28, 2023

Amended: October 26, 2024

Amended:



PURPOSE

The purpose of this policy is to prohibit bullying, cyber-bullying, hazing, retaliation, and abusive conduct involving Mountain West Montessori Academy (the “School”) students and employees. The School’s Board of Directors (the “Board”) has determined that a safe, civil environment in School is necessary for students to learn and achieve high academic standards and that conduct constituting bullying, cyber-bullying, hazing, retaliation, and abusive conduct disrupts both a student’s ability to learn and the School’s ability to educate its students in a safe environment.

POLICY

Prohibited Conduct

Bullying, cyber-bullying, hazing, retaliation, and abusive conduct towards students and employees are against federal, state, and local policy and are not tolerated by the School. The School is committed to providing all students with a safe and civil environment in which all members of the School community are treated with dignity and respect. To that end, the School has in place policies, procedures, and practices that are designed to reduce and eliminate this conduct – including, but not limited to, civil rights violations – as well as processes and procedures to deal with such incidents. Bullying, cyber-bullying, hazing, retaliation, and abusive conduct towards students and/or employees by students and/or employees will not be tolerated in the School. Likewise, abusive conduct by students or parents or guardians against School employees is prohibited by the School and will not be tolerated in the School.

In order to promote a safe, civil learning environment, the School prohibits all forms of bullying of students and School employees (a) on School property, (b) at a School-related or sponsored event, or (c) while the student or School employee is traveling to or from School property or a School-related or sponsored event.

The School prohibits all forms of bullying, cyber-bullying, hazing, abusive conduct of or retaliation against students and School employees at any time and any location.

Students and School employees are prohibited from retaliating against any student, School employee or an investigator for, or witness of, an alleged incident of bullying, cyber-bullying, hazing, abusive conduct, or retaliation.

Students and School employees are prohibited from making false allegations of bullying, cyber-bullying, hazing, abusive conduct, or retaliation against a student or School employees.

Students and School employees are prohibited from sharing a recording of an act of bullying, cyber-bullying, hazing, abusive conduct, and retaliation in order to impact or encourage future incidents.

Students and School employees are prohibited from creating or distributing sexually explicit or nonconsensual intimate images.

In addition, School employees, coaches, sponsors and volunteers shall not permit, condone or tolerate any form of hazing, bullying, cyber-bullying, or abusive conduct and shall not plan, direct, encourage, assist, engage or participate in any activity that involves hazing, bullying, cyber-bullying, or abusive conduct.

Any bullying, cyber-bullying, hazing, abusive conduct, or retaliation that is found to be targeted at a federally protected class is further prohibited under federal anti-discrimination laws and is subject to OCR compliance regulations.

Definitions

Abusive Conduct – For purposes of this policy, “abusive conduct” means verbal, nonverbal, or physical conduct of a parent or guardian or student directed toward a School employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress. A single act does not constitute abusive conduct.

Action Plan – For purposes of this policy, “action plan” means a process to address an incident of bullying, cyber-bullying, hazing, or retaliation ~~as described in Utah Code § 53G-9-605.5.~~

Bullying – For purposes of this policy, "bullying" means student bullying or staff bullying. ~~a School employee or student intentionally committing a written, verbal, or physical act against a School employee or student that a reasonable person under the circumstances should know or reasonably foresee will have the effect of:~~

~~(1) causing physical or emotional harm to the School employee or student;~~

~~(2) causing damage to the School employee's or student's property;~~

~~(3) placing the School employee or student in reasonable fear of:~~

~~(a) harm to the School employee's or student's physical or emotional well-being; or~~

~~(b) damage to the School employee's or student's property;~~

- ~~(4) creating a hostile, threatening, humiliating, or abusive educational environment due to:
 - ~~(a) the pervasiveness, persistence, or severity of the actions; or~~
 - ~~(b) a power differential between the bully and the target; or~~~~

- ~~(5) substantially interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits.~~

~~This conduct constitutes bullying, regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct. In addition, bullying is commonly understood as aggressive behavior that is intended to cause distress and harm; exists in a relationship in which there is an imbalance of power and strength; and is repeated over time.~~

~~Bullying may also include relational aggression or indirect, covert, or social aggression, including rumor spreading, intimidation, enlisting a friend to assault a child, and social isolation.~~

Civil Rights Violations – For purposes of this policy, “civil rights violations” means violations as outlined in the following federal laws:~~bullying, cyber bullying, harassment, abusive conduct, or hazing that is targeted at a federally protected class.~~

- (1) Title VI of the Civil Rights Act of 1964 (prohibits discrimination on the basis of race, color, or national origin);
- (2) Title IX of the Education Amendments of 1972 (prohibits discrimination on the basis of sex);
- (3) Section 504 of the Rehabilitation Act of 1973 (prohibits discrimination on the basis of disability); or
- (4) Title II of the Americans with Disabilities Act (prohibits discrimination on the basis of disability).

Cyber-bullying – For purposes of this policy, "cyber-bullying" means using the Internet, a cell phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.

~~*Federally protected class* – For purposes of this policy, “federally protected class” means any group protected from discrimination under federal law, such as:~~

- ~~(1) Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin.~~
- ~~(2) Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex.~~
- ~~(3) Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability.~~
- ~~(4) Other areas included under these acts which include religion, gender, and sexual orientation.~~

Hazing – For purposes of this policy, “hazing” means a School employee or student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a School employee or student that:

- (1) (a) endangers the mental or physical health or safety of a School employee or student;
(b) involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements;
(c) involves consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a School employee or student; or
(d) involves any activity that would subject a School employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a School employee or student to extreme embarrassment, shame, or humiliation; and
- (2) (a)(i) is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a School or School sponsored team, organization, program, club, or event; or
(ii) is directed toward a School employee or student whom the individual who commits the act knows, at the time the act is committed, is a member of, or candidate for membership in, a School or School sponsored team, organization, program, club, or event in which the individual who commits the act also participates.
- (3) The conduct described above constitutes hazing, regardless of whether the School employee or student against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.

Incident – For purposes of this policy, “incident” means a verified incident of bullying, cyber-bullying, hazing, abusive conduct, or retaliation that is prohibited in Utah Code § 53G-9-601 *et seq.*

Retaliate or Retaliation – For purposes of this policy, "retaliate or retaliation" means an act or communication intended:

- (1) as retribution against a person for reporting bullying or hazing; or
- (2) to improperly influence the investigation of, or the response to, a report of bullying or hazing.

School Employee – For purposes of this policy, “School employee” means an individual working in the individual’s official capacity as:

- (1) a School teacher;
- (2) a School staff member;
- (3) a School administrator; or

- (4) an individual:
- (a) who is employed, directly or indirectly, by the School; and
 - (b) who works on the School's campus(es).

Staff Bullying – For purposes of this policy, “staff bullying” means a School employee, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against a student or another School employee, or engaging in a single egregious act toward another employee involving an imbalance of power, that:

- (1) creates an environment that a reasonable person would find hostile, threatening, or humiliating; and
- (2) substantially interferes with a student's or employee's educational or professional performance, opportunities, or benefits.

Student Bullying – For purposes of this policy, “student bullying” means one or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that:

- (1) creates an environment that a reasonable person would find hostile; and
- (2) interferes with a student's educational performance, opportunities, or benefits.

“Student bullying” and “staff bullying” do not mean instances of:

- (1) ordinary teasing, horseplay, argument, or peer conflict;
- (2) reasonable correction of behavior by a School employee; or
- (3) reasonable coaching strategies and techniques by a School employee who is a coach.

Verification – For purposes of this policy, “verification” means that an alleged incident has been found to be substantiated through a formal investigation process done by the School as outlined in this policy.

Volunteer – For purposes of this policy, “volunteer” means a non-employee with significant, unsupervised access to students in connection with a School assignment.

Reporting Prohibited Conduct

Students who have been subjected to or witnessed bullying, cyber-bullying, hazing, or retaliation, and students who have witnessed abusive conduct, must promptly report such prohibited conduct to any School personnel orally or in writing. School personnel who receive reports of such prohibited conduct must report them to the Director.

School employees who have been subjected to or witnessed hazing, bullying, cyber-bullying, abusive conduct, or retaliation must report such prohibited conduct to the School's Director orally or in writing.

Each report of prohibited conduct shall include:

- (1) the name of complaining party;

- (2) the name of person subjected to the prohibited conduct (if different than complaining party);
- (3) the name of perpetrator (if known);
- (4) the date and location of the prohibited conduct; and
- (5) a statement describing the prohibited conduct, including names of witnesses (if known).

In connection with a report of prohibited conduct, students and School employees may request that their identity be kept anonymous, and reasonable steps shall be taken by the Director and others involved in the reporting and investigation to maintain the anonymity of such individuals, if possible. School employees must take strong responsive action to prevent retaliation, including assisting students who are subjected to prohibited conduct and his or her parents or guardians in reporting subsequent problems and new instances of prohibited conduct.

The Director or his/her designee shall promptly make a reasonably thorough investigation of all complaints of prohibited conduct, including, to the extent possible, anonymous reports, and shall, in accordance with the Consequences of Prohibited Behavior section below, administer appropriate discipline to all individuals who violate this policy. Formal disciplinary action is prohibited based solely on an anonymous report.

The Director may report to OCR all incidents of bullying, hazing, cyber-bullying, abusive conduct, or retaliation that he/she reasonably determines may be violations of a student's or employee's civil rights.

It is the School's policy, in compliance with state and federal law, that students have a limited expectation of privacy on the School's computer equipment and network system, and routine monitoring or maintenance may lead to discovery that a user has violated School policy or law. Also, individual targeted searches will be conducted if there is reasonable suspicion that a user has violated policy or law. Personal electronic devices of any student suspected of violation of this policy will be confiscated for investigation and may be turned over to law enforcement.

Investigation of Alleged Incidents

The School will investigate all allegations of bullying, cyber-bullying, hazing, retaliation, and abusive conduct in accordance with this policy and applicable law. The Director or his/her designee will investigate such allegations, ~~and the School~~ and will ~~shall ensure that the investigator have-is provided~~ adequate training to conduct such an investigation. The Director or his/her designee will be the point person with training and expertise to assist, direct, and supervise training of other employees in the responsibilities set forth in this paragraph.

The School will investigate these alleged incidents by interviewing:

- (1) the ~~students-individual who was allegedly targeted~~ subjected to the alleged incident;

- (2) the individual who is alleged to have engaged in the prohibited conduct;
- (3) the parents or guardians of the students who were allegedly targeted~~subjected to the alleged incident~~ and the individual who is alleged to have engaged in prohibited conduct;
- (4) any witnesses;
- (5) School staff familiar with the student who was allegedly targeted~~subjected to the alleged incident~~;
- (6) School staff familiar with the individual who is alleged to have engaged in prohibited conduct; or
- (7) Other individuals who may provide additional information.

The individual who investigates an alleged incident will inform an individual being interviewed that (1) to the extent allowed by law, the individual is required to keep all details of the interview confidential; and (2) further reports of bullying will become part of the review. However, the confidentiality requirement described in this paragraph does not apply to conversations with law enforcement, requests for information pursuant to a warrant or subpoena, a state or federal reporting requirement, or other reporting required by R277-613.

In conducting this investigation, the School may (1) review disciplinary reports of involved students; and (2) review physical evidence, including video or audio, notes, email, text messages, social media, or graffiti.

The School will report alleged incidents of bullying, cyber-bullying, hazing, retaliation, and abusive conduct to law enforcement when the Director reasonably determines that the alleged incident may have violated criminal law.

The School shall follow up with the parents or guardians of all parties to:

- (1) inform parents or guardians when an investigation is concluded;
- (2) inform parents or guardians what safety measures will be in place for their child, as determined by the investigation;
- (3) provide additional information about the investigation or the resolution consistent with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g (“FERPA”); and
- (4) inform parents or guardians of the School’s Parent Grievance Policy if the parents or guardians disagree with the resolution of the investigation.

If the investigation results in a verification of an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct, the School shall create and implement an action plan for each such incident in accordance with Utah Code § 53G-9-605.5 and R277-613.

In addition, following verification of an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct, the Director may, if he/she determines it is appropriate:

- (1) ~~take positive restorative justice practice action~~ use accountability practices in accordance with policies established by the School; and
- (2) provide supportive services designed to preserve the student's access to educational opportunities and a sense of safety; ~~or~~
- (3) ~~develop a communication process.~~

However, a student to whom an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct is directed is not required to participate in a restorative justice practice with an individual who is alleged to have engaged in prohibited conduct. If the School would like any student to participate in a restorative justice practice, the School will notify the student's parent or guardian of the restorative justice practice and obtain consent from the student's parent or guardian before including the student in the process.

Parental Notification

The Director or his/her designee will timely notify a student's parent or guardian if:

- (1) the student threatens suicide; or
- (2) the student is involved in an incident (including if the student is subjected to the incident or is the person who caused the incident) and of the action plan to address the incident.

The Director or his/her designee will attempt to contact the parent or guardian by telephone to provide this notification and to discuss the matter. If the parent or guardian is not available by telephone, the Director or his/her designee will provide the parent or guardian the required notification by email.

The Director or his/her designee will produce and maintain a record that:

- (1) verifies that the School notified each parent or guardian as required above. If an in-person meeting takes place, the Director or his/her designee may ask the parent or guardian to sign the record acknowledging that the notification was provided. If a telephone conversation takes place, the Director or his/her designee may document on the record such details as the date and time of the telephone call, who was spoken to, and brief notes regarding the notification that was provided and the content of the conversation. If an email is sent, the Director or his/her designee will retain a copy of the email; and
- (2) tracks implementation of the action plan addressing the incident, if applicable.

The School will retain the record for at least as long as the student is enrolled at the School and will provide or expunge the record in accordance with Utah Code § 53G-9-604. The School will maintain the confidentiality of the record in accordance with the state and federal student data privacy laws referenced in Utah Code § 53G-9-604.

In addition to notifying the parent or guardian as set forth above, the Director or his/her designee will provide the parent or guardian with the following:

- (1) suicide prevention materials and information as recommended by the Utah State Board of Education in accordance with Utah Code § 53G-9-604(2)(b);
- (2) information on ways to limit a student's access to fatal means, including firearms or medication; and
- (3) information and resources on the healthy use of social media and online practices as provided in R277-613.

Action Plan to Address Incidents

Following verification of an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct, the School shall develop and implement an action plan. The action plan shall include:

- (1) with respect to the targeted student ~~to whom the incident was directed~~ and in direct coordination with the student's parent or guardian:
 - (a) a tailored response to the incident that addresses the student's needs;
 - (b) a mechanism to consider consequences or accommodations the student may need regarding decreased exposure or interactions with the student who caused the incident;
 - (c) notification of the consequences and plan to address the behavior of the student who caused the incident, to the extent allowed by FERPA;
 - (d) support measures designed to preserve the student's access to educational services and opportunities; and
 - (e) to the extent available, access to other resources the parent requests for the student; and
- (2) with respect to the student who caused the incident and in direct coordination with the student's parent or guardian:
 - (a) a range of tailored and appropriate consequences, making reasonable effort to preserve the student's access to educational services and activities;
 - (b) a process to determine and provide any needed resources related to the underlying cause of the incident;
 - (c) supportive measures designed to preserve the student's access to educational services and opportunities while protecting the safety and well-being of other students; and
 - (d) a process to remove the student from School in an emergency situation, including a description of what constitutes an emergency.

The School may not include in an action plan a requirement that the student to whom the incident was directed change the student's:

- (1) educational schedule or placement; or
- (2) participation in a School sponsored sport, club, or activity.

The School shall try to involve the parent or guardian of a student who was involved in an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct in the development and implementation of an action plan. However, if, after the School attempts to involve a parent or

guardian in the development and implementation of an action plan, the parent or guardian chooses to not participate in the process, the School may develop and implement an action plan without the parent or guardian's involvement.

The School shall communicate with the parent or guardian of each student involved in an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct about the implementation of the action plan. Specifically, the School shall provide regular updates on the implementation of the action plan to each such parent or guardian. The updates shall include:

- (1) the outcome of the School's investigation (if not already provided at the conclusion of the investigation);
- (2) a discussion of safety considerations for the student who is the subject of the incident; and
- (3) an explanation of the School's process for addressing the incident.

The Director or his/her designee shall oversee the implementation of the action plan, monitor the implementation of the communication plan/requirements within the action plan, and assist the School with case-specific needs when the School is addressing an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct.

Consequences of Prohibited Behavior

If, after an investigation, a student is found to be in violation of this policy by participating in or encouraging conduct prohibited by this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion, pursuant to Utah Code § 53G-8-205 and School policy, removal from participation in School activities, and/or discipline in accordance with regulations of the U.S. Department of Education Office for Civil Rights (OCR).

If, after an investigation, a School employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination, reassignment or other appropriate action.

School officials have the authority to discipline students for off-campus or online speech that causes or threatens a substantial disruption to School operations, including violent altercations or a significant interference with a student's educational performance and involvement in School activities.

Grievance Process for School Employees

As explained above, a School employee who has experienced abusive conduct must report the abusive conduct to the School Director orally or in writing. If the School employee is not satisfied with the Director or designee's investigation of the abusive conduct and/or the resulting disciplinary action (or recommended disciplinary action) against the perpetrator, the School employee may address/raise the issue in accordance with the School's Staff Grievance Policy.

Grievance Process for Parents and Guardians

A parent or guardian of a student who caused an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct may appeal one or more of the consequences included in an action plan in accordance with the School's Parent Grievance Policy.

Additional Provisions

The Director will ensure compliance with OCR regulations when civil rights violations are reported, as follows:

- (1) Once the School knows or reasonably should know of possible student-on-student bullying, cyber-bullying, or hazing, the School must take immediate and appropriate action to investigate.
- (2) If it is determined that the bullying, cyber-bullying, or hazing of a student did occur as a result of the student's membership in a protected class, the School shall take prompt and effective steps reasonably calculated to:
 - (a) end the bullying, cyber-bullying, or hazing;
 - (b) eliminate any hostile environment; and
 - (c) prevent its recurrence.
- (3) These duties are the School's responsibilities even if the misconduct is also covered by a separate anti-bullying policy and regardless of whether the student makes a complaint, asks the School to take action, or identifies the bullying, cyber-bullying, or hazing as a form of discrimination.

The Director will take reasonable steps to ensure that any person subjected to prohibited conduct will be protected from further hazing, bullying, cyber-bullying, abusive conduct, and retaliation and that any student or School employee who reports such prohibited conduct will be protected from retaliation.

If the Director believes that any person who was subjected to or who caused conduct prohibited by this policy would benefit from counseling, the Director may refer such individuals for counseling.

If the Director believes that it would be in the best interests of the individuals involved, the Director may involve the parents or guardians of a student who was subjected to or a student who caused hazing, bullying, cyber-bullying, or retaliation in the process of responding to and resolving conduct prohibited by this policy.

Incidents of bullying, cyber-bullying, hazing, and retaliation will be reported in the School's student information system as required.

Student Assessment

~~Subject to the parental consent requirements of Utah Code § 53E-9-203, the~~ The Director or his/her designee will ~~solicit student assessments of~~ the prevalence of bullying, cyber-bullying, ~~and~~ hazing.

and retaliation in the School, specifically locations where students are unsafe and additional adult supervision may be required, such as playgrounds, hallways, and lunch areas.

Training

The Director will ensure that School students, employees, coaches, and volunteers receive training on bullying, cyber-bullying, hazing, retaliation, and abusive conduct from individuals qualified to provide such training. The training shall meet the standards established by the Utah State Board of Education's rules and include information on:

- (1) bullying, cyber-bullying, hazing, retaliation, and abusive conduct;
- (2) discrimination under the following federal laws:
 - (a) Title VI of the Civil Rights Act of 1964;
 - (b) Title IX of the Education Amendments of 1972;
 - (c) Section 504 of the Rehabilitation Act of 1973; and
 - (d) Title II of the Americans with Disabilities Act of 1990;
- (3) how bullying, cyber-bullying, hazing, retaliation, and abusive conduct are different from discrimination and may occur separately from each other or in combination;
- (4) how bullying, cyber-bullying, hazing, retaliation, and abusive conduct are prohibited based upon ~~the students' or employees' actual or perceived characteristics, including~~ race, color, national origin, sex, disability, or religion, ~~gender identity, sexual orientation, or other physical or mental attributes or conformance or failure to conform with stereotypes; and~~
- (5) the right of free speech and how it differs for students, employees, and parents or guardians; and
- ~~(5)~~(6) safe digital citizenship.

The training will also complement the suicide prevention program required for students under R277-620 and the suicide prevention training required for licensed educators consistent with Section 53G-9-704(1), and also include information on when issues relating to R277-613 may lead to student or employee discipline.

The training shall be offered to:

- (1) new school employees, coaches, and volunteers within the first year of employment or service;
- (2) all School employees, coaches, and volunteers at least once every three years after the initial training; and
- (3) all students (regardless of whether they are involved in athletics or extracurricular activities or clubs) at a frequency determined by the Director.

In addition to the training requirements described above, any student, employee, or volunteer coach participating in a School sponsored athletic program, both curricular and extracurricular, or extracurricular club or activity, shall, prior to participating in the athletic program or activity, participate in bullying, cyber-bullying, hazing, retaliation, and abusive conduct prevention training. This training shall be offered to new participants on an annual basis and to all participants at least once every three years. The School will inform student athletes and extracurricular club members of prohibited activities under R277-613 and potential consequences for violation of the law and the rule.

The School will maintain training participant lists or signatures and provide them to the Utah State Board of Education upon request.

Liaison to Utah State Board of Education

The Director or his/her designee shall act as the School's liaison to the Utah State Board of Education regarding bullying, cyber-bullying, hazing, abusive conduct, and retaliation.

Distribution of Policy and Signed Acknowledgement

The ~~Director~~ School will inform students, parents or guardians, School employees, and volunteers that hazing, bullying, cyber-bullying, abusive conduct, and retaliation are prohibited by distributing a copy of this policy to such individuals annually. A copy of this policy will also be posted on the School's website and included in any student conduct or employee handbooks issued by the School.

On an annual basis, School employees, students who are at least eight years old, and parents or guardians of students shall sign a statement indicating that they have received this policy.