

## **Board of Education Meeting - Sep 09 2025 Minutes**

Tuesday, September 9, 2025, at 6:00 PM

Tooele County School District 92 Lodestone Way Tooele, Utah 84074

***Minutes were approved at the October 14, 2025, Board of Education Meeting***

**Board Members Present:** Melissa Rich, Elizabeth Smith, Robert Gowans, Emily Syphus, ValaRee Shields

Excused: Todd Thompson, Scott Bryan

**Administration Present:** Dr. Mark Ernst, Lark Reynolds, Jeff Hamm, Angie Gillette, Brad Hranicky, Sarah Jarnagin, Cody Reutzel, Heather Castagno, Marissa Lowry, Terry Christensen, Brett Valdez, Andy Peterson, Robert Curfew, Dustin Nelson, Jackie Gallegos

### **1. Executive Session, 5:15 pm (Closed to Public)**

**Board Members Present:** Melissa Rich, Robert Gowans, Emily Syphus, ValaRee Shields, Elizabeth Smith (arrived at 5:44pm)

**Excused:** Todd Thompson, Scott Bryan

**Administration Present:** Dr. Mark Ernst, Superintendent, Lark Reynolds, Dr. Jeff Hamm, Terry Christensen, Jackie Gallegos

At 5:19 pm, a motion was made by ValaRee Shields to enter into executive session.

- 1.1 Purchase, Exchange, or Release of Real Property
- 1.2 Pending or Reasonably Imminent Litigation
- 1.3 Collective Bargaining

- 1.4 Character, Professional Competence, or Physical or Mental Health of an Individual


## **2. Business Meeting 6:00 pm (Start of Public Meeting)**


- 2.1 Welcome and Pledge of Allegiance  
At 6:01 p.m., President Rich called the meeting to order, welcomed attendees, and noted the excused absences of Board Members Scott Bryan and Todd Thompson. She then led the Pledge of Allegiance.


## **3. Open Forum(Limited to three minutes per individual and a total of 30 minutes for all comments. To speak, sign up at the clerk's desk prior to the start of the open forum.)**


- 3.1 Patron Comments  
The following individuals signed up in person and addressed the board during the public comment agenda item:
  - Steve Garrett, addressed the Board regarding truth in taxation and the property tax increase.

The following Public Comments were submitted online prior to the start of the meeting.

[Submission ID 2628 Received for Board of Education Public Comment.pdf](#) 

[Submission ID 2679 Received for Board of Education Public Comment.pdf](#) 

[Submission ID 2681 Received for Board of Education Public Comment.pdf](#) 

[Submission ID 2763 Received for Board of Education Public Comment.pdf](#) 

## **4. Academics**






Dr. Cody Reutzel, Executive Director of Teaching and Learning, presented the September academic report to the Board, outlining the Tooele County School District's strategic efforts to improve student achievement. The presentation focused on the implementation of Annual High Leverage Practices (AHLPS), which are foundational, process-based goals applied across all grade levels to support consistent instructional improvement. Excellence Plans were also introduced, targeting specific grades with

content-focused strategies and outcome-based goals. Dr. Reutzel emphasized the district's Theory of Change, which centers on the pivotal role of principals and school leadership in driving sustainable academic growth. A key component of the report was the Guaranteed and Viable Curriculum (GVC), a structured curriculum mapping process designed to ensure every student is taught every standard within the available instructional time. This approach is supported by research identifying GVC as the most influential school-level factor in student achievement. The report concluded with next steps, including the implementation of Common Formative Assessments (CFAs) and the development of systems of support to reinforce instructional practices and ensure fidelity across the district.

[Academic Report - September 2025.pdf](#) 

- 4.1 Academic
- 4.2 GVC (Guaranteed Viable Curriculum) Report
- 4.3 Future Years' Plans

## 5. Consent Items

- 5.1 Minutes  
**Point of Contact: Jackie Gallegos, Board Clerk**  
[Board of Education Meeting - Aug 12 2025 - Minutes - Html](#) 
- 5.2 Expenditure Report  
**Point of Contact: Jill Whiting, Budget Director**  
[FY26 August Board Expenditure Report.pdf](#)   
[FY25 August Board Expenditure Report.pdf](#) 
- 5.3 Revenue Report  
**Point of Contact: Jill Whiting, Budget Director**  
[FY25 August Board Revenue Report.pdf](#)   
[FY26 August Board Revenue Report.pdf](#) 
- 5.4 Disbursement Report  
**Point of Contact: Myken Hurst, Accounts Payable**

[8.25 Disbursement Report.pdf](#) 

5.5 Financial Reports

**Point of Contact: Jill Whiting, Budget Director**

[FY25 July Combined Financial Statements.pdf](#) 

[FY26 July Combined Financial Statements.pdf](#) 

5.6 Personnel Decisions

**Point of Contact: Charles Hansen, Director of Human Resources**

[August Personnel Decision.pdf](#) 

5.7 Policy

**Point of Contact: Terry Christensen, Director of Policy, Property and Legal Affairs**

[Policy 4043, Salary Supplement for Highly Needed Educators \(SHiNE\), Non-substantive.pdf](#) 

[Policy 8017, Student Records, Non-substantive.pdf](#) 

5.8 FY26 Budget Change

**Point of Contact: Lark Reynolds, Business Administrator**

[FY26 Proposed Amendment 8.29.25.pdf](#) 

[FY26 Proposed Amendment 9.3.25.pdf](#) 

5.9 SRO Contracts for the 25-26 School Year

**Point of Contact: Bob Curfew, Director of School and Student Safety**

[Grantsville City SRO Contract 25-26.pdf](#) 

[Tooele City SRO Contract 25-26.pdf](#) 

[Tooele County SRO Contract 25-26.pdf](#) 

5.10 LEA Specific License

**Point of Contact: Krystal White, Licensing Specialist**

[Sept. Board Docs 25-26 LEA Licenses and Endorsements - Public.pdf](#) 

Approve Consent Items as Presented or Amended

*Moved by:* Robert Gowans

*Seconded by:* ValaRee Shields

**Yea** Robert Gowans, ValaRee Shields, Melissa Rich,  
Elizabeth Smith, and Emily Syphus

**Carried 5-0**

## **6. Action Items**

### **6.1 Revised Policy 2002, Central Office Administrators, 1st Read**

**Point of Contact: Terry Christensen, Director of Policy, Property, and Legal Affairs**

Terry Christensen, Director of Policy, Property, and Legal Affairs, presented proposed revisions to Policy 2002. The primary change clarifies that the District may appoint more than one Assistant Superintendent.

Board Member Smith noted the Board is in a “catch-22” situation, as the audit recommended the change, but it may have fiscal implications.

**DISCUSSION TO MOTION:** Board Member Syphus expressed similar concerns about cost but stated that, following further review and discussions she has been part of she felt confident the change could be implemented with minimal fiscal impact.

Approve Revised Policy 2002, Central Office Administrators as presented for implementation

*Moved by:* Emily Syphus

*Seconded by:* ValaRee Shields

**Yea** Melissa Rich, Robert Gowans, ValaRee Shields,  
Elizabeth Smith, and Emily Syphus

**Carried 5-0**

### **6.2 Revised Policy 5047, Safe Schools-Emergency Safety Interventions, 1st Read**

**Point of Contact: Marissa Lowry, Director of Special**

## Education

Marissa Lowry, Special Education Director, presented the first reading of the revised Policy 5047 – Safe Schools: Emergency Safety Interventions. The policy outlines the appropriate use of emergency safety interventions (ESI), including physical restraint and seclusionary time out, to be used only when a student presents an immediate danger to self or others. It prohibits corporal punishment, chemical and mechanical restraints (except as legally permitted), and the use of ESI for disciplinary purposes. The policy also details training requirements for staff, parental notification procedures, documentation protocols, and the role of the ESI Committee in oversight and compliance.

[Revised Policy 5047, Safe Schools-Emergency Safety Interventions, 1st Read.pdf](#) 

[ESI Policy Template.pdf](#) 

Move Revised Policy 5047, Safe Schools-Emergency Safety Interventions, forward for a second read.

*Moved by:* ValaRee Shields

*Seconded by:* Robert Gowans

**Yea**                      Melissa Rich, Robert Gowans, ValaRee Shields,  
Elizabeth Smith, and Emily Syphus

**Carried 5-0**

### 6.3      Revised Policy 1001, Board Power and Duties, 1st Read

**Point of Contact: Terry Christensen, Director of Policy, Property and Legal Affairs**

Terry Christensen, Director of Policy, Property and Legal Affairs, presented revisions to Policy 1001, Board Power and Duties, to the Board for a first read. The revisions primarily involved a stronger emphasis on student achievement and educational outcomes, with expanded descriptions of board responsibilities, including considerations of how these actions support academic excellence and safe, effective learning environments.

[Revised Policy 1001, Board Power and Duties. 1st Reading.pdf](#)



Move Revised Policy 1001, Board Power and Duties as for a second read

*Moved by:* Robert Gowans

*Seconded by:* Elizabeth Smith

**Yea** Melissa Rich, ValaRee Shields, Robert Gowans,  
Elizabeth Smith, and Emily Syphus


**Carried 5-0**

6.4 Cell Tower Lease Extension

**Point of Contact: Lark Reynolds, Business Administrator**

Lark Reynolds, Business Administrator, presented an extension for an existing cell tower lease agreement with T-Mobile for equipment located at Tooele High School.

[EXECUTABLE Memorandum of Second Amendment \(828537\) \(4937-7023-1327 v.1\).pdf](#) 

[EXECUTABLE Second Amendment \(828537\) \(4901-1043-8943 v.2\).pdf](#) 

Approve the Cell Tower Lease Extension as presented.

*Moved by:* ValaRee Shields

*Seconded by:* Robert Gowans

**Yea** Melissa Rich, Robert Gowans, ValaRee Shields,  
Elizabeth Smith, and Emily Syphus

**Carried 5-0**

**7. Information, Discussion, or Calendar Items**

7.1 Superintendent Annual State of the District Report

Dr. Mark Ernst, Superintendent, presented the annual *State of the District* report, highlighting Tooele County School District's progress, strategic priorities, and vision for the

future. The report emphasized continued growth in student achievement, operational efficiency, and staff empowerment.

Key accomplishments included the adoption of a new math curriculum, improved kindergarten proficiency rates, and strengthened formative assessment practices. The district launched internal communication tools to streamline messaging and introduced the Emergent 3 platform for emergency coordination. Strategic systems integration enhanced data flow and cybersecurity across departments.

Looking ahead, the district will implement a unified communication platform for families, a districtwide timekeeping system, and school-based threat assessment teams. The strategic plan for 2025–26 focuses on empowering staff, improving instructional alignment, and fostering safe, inclusive learning environments.

Dr. Ernst also shared progress toward long-term goals: achieving 75% proficiency in K–3 literacy and math, a 90% graduation rate, and eliminating schools with groups in turnaround. The district has completed several audit recommendations and will participate in the accreditation process during the 2026–27 school year.

[Superintendent's Board Presentation September 2025 \(9-9-25\).pdf](#) 

[Superintendent's Annual Report 2025.pdf](#) 

## **8. Adjourn (10:00 pm Curfew)**

Adjourned at 7:36

Adjourn

*Moved by:* Robert Gowans

*Seconded by:* Emily Syphus

<b>Yea</b>	Melissa Rich, Robert Gowans, ValaRee Shields, Elizabeth Smith, and Emily Syphus
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**Carried 5-0**



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Board President