

Emery County School District | Board of Education

MINUTES FOR Wednesday, November 12, 2025

The Wednesday, November 12, 2025 meeting of the Board of Education, held at the 745 West Pirate Ave, Green River, was called to order at 6:30 pm by President Royd Hatt.

Members Present:

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

Members Absent: Student Member Rylan Neff

Todd Huntington

Others Present: Superintendent James Shank; Business Administrator Jackie Allred; Supervisors Yvonne Jensen, Doug Johnson, JR Jones; Student Member Byron Roundy

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A) WORK SESSION

1. Strategic Planning

Superintendent Shank and Woolpert Inc presented the demographic study which addressed future projections for the county's student enrollment. Overall, births have declined with exceptions of 2022 and 2024. The ten year projections show the trend of enrollment relatively steady with minor changes within the 10-year span. Considering this, Supt Shank recommended not making any school or boundary changes for the 26-27 school year allowing the District to monitor future enrollment.

B) REGULAR SESSION

1. Call to Order

2. Pledge of Allegiance

C) PRESENTATIONS

D) CONSENT AGENDA

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|----|---|-------|
| 1. | Warrants | # - # |
| 2. | Minutes from previous meeting(s) | # - # |
| | October Monthly Meeting - Oct 08 2025 - Minutes - Html  | |
| 3. | Financial Reports from previous month | # - # |
| 4. | Names for New Hire Approvals
Stephanie Liechty / ELL Aide 5.9 hours / Green River High
Dalynn Curtis / LT Aide 3 hours / Huntington Elementary
Thomas Burr / E-Sports coach / Emery High
Isaac Anderson / Head Custodian / Cleveland Elementary
Melinda Morris / Transfer to custodian / San Rafael Middle
Ashley Mills / Speech Language Technician / Ferron & San
Rafael | |
| 5. | Policies for Consent with minimal updates | # - # |
| | BE - Board Meetings PROPOSED.docx  | |
| | BEDG - Board Meetings - Recording and Minutes
PROPOSED.docx  | |
| | BEE2 - Board Members Electronic Meetings PROPOSED.docx  | |
| | BFA - School Closures and Boundary Changes
PROPOSED.docx  | |
| | CM - District Annual Reports PROPOSED.docx  | |
| | DFE - Highly Needed Educator Salary Supplement
PROPOSED.docx  | |
| | FAD - Student Notifications PROPOSED.docx  | |
| | JB - Equal Education Opportunity PROPOSED.docx  | |
| | JBA - Transgender Students PROPOSED.docx  | |
| | Moving DKD Nursing Mothers in the Workplace to GECF | |

Moved by: Kenzi Guymon

Seconded by: James Winn

Carried

Motioned to approve the Consent Items as presented

E) BOARD ACTION ITEMS

1. Independent Auditor Report from Gilbert and Stewart for FY25
Independent Auditor's report
LEA Year-End Financial report

Business Administrator Jackie Allred presented an overview of the Fiscal Year 2025 Annual Comprehensive Financial Report. The District remains to be solvent in all of the governmental funds and shows an increase in the Net Position. Instruction and Student Support account for 68% of General Fund expenses while local property taxes represent 33.85% of General Fund revenues. Capital building projects continued through FY25 showing expenses using State funded capital grants. Excluding capital projects, the expenditure per pupil was \$16,887.

James Gilbert, external auditor from Gilbert & Stewart, reported that the District did not have any findings and all state compliance requirements were met.

Recommend to approve the Audit Report as presented by Gilbert and Stewart, external auditors.

Moved by: James Winn

Seconded by: Neal Peacock

Carried

2. FY26 School Positive Behavior Plans

[Bookcliff Elementary Positive Behavior Plan 2025-26.pdf](#) 

[Canyon View Positive Behavior Plan 2025-26.pdf](#) 

[Castle Dale Elementary Positive Behavior Plan 2025-26.pdf](#) 

[Cleveland Positive Behavior Plan 2025-2026.pdf](#) 

[Cottonwood Elementary Positive Behavior Plan 2025-26.pdf](#)



[Emery High Positive Behavior Plan 2025-26.pdf](#) 

[Ferron Elementary Positive Behavior Plan 2025-26.pdf](#) 

[Green River High School Positive Behavior Plan 2025-56.pdf](#)



[Huntington Elementary Positive Behavior Plan 25-26.pdf](#) 

[San Rafael Positive Behavior Plan 2025-26.pdf](#) 

The board members had an opportunity to review the plans prior to the meeting. The Positive Behavior Plans consist of the many various programs in place or in the process of being built that focus on peer pressure, mental health, and creating positive relationships. Motion was made to approve the plans as presented.

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Moved by: Neal Peacock

Seconded by: Kenzi Guymon

Carried

3. Bus Purchases for annual rotation

Without the bids that were expected, this item was recommended to be tabled until next month's meeting.

Motion was made to table this action item until next month's board meeting to review possible future bids.

Moved by: James Winn

Seconded by: Royd Hatt

Carried

4. Foundation Director appointment

Superintendent Shank presented Mel Hugentobler to be approved as the Emery County District Foundation President. Mr. Hugentobler is currently the Zion's Bank Manager for Emery County. The Foundation was created in 2006 and necessitates an updated Director. Funds are welcome and accepted through the Foundation which allows a 501(c)(3) tax exempt donation for many various programs throughout the District.

Motion was made to approve Mr. Hugentobler as the new ECSD Foundation Director.

Moved by: Kenzi Guymon

Seconded by: Neal Peacock

Carried

5. Policies for Second Reading

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AC - Employment Objectives Nondiscrimination

PROPOSED.docx 

BBC - Board Members Vacancies on the Board

PROPOSED.docx 

BBD - Board Members Conflict of Interest PROPOSED.docx 

BEA - Board Meetings Notice Requirements PROPOSED.docx



CAH - Program Accounting PROPOSED.docx 

DIB - Revenue and Budgeting Local Revenue PROPOSED.docx



FABA - Participation in Sex Designated Athletic Activities and

Teams PROPOSED.docx 

GBEB - Staff Code of Conduct PROPOSED.docx 

GBKA - Fraud, Waste, Abuse Hotline Policy PROPOSED.docx



GEFA - Employment Background Checks PROPOSED.docx 

GEFD - Accommodations for Employee Religious Belief or Conscience PROPOSED.docx 

JFAB - Admissions and Attendance Eligibility and Admissions Requirements PROPOSED.docx 

JFABC - Admissions and Attendance Military Children PROPOSED.docx 

JFABD - Admissions and Attendance Kindergarten PROPOSED.docx 

JFABE - Admissions and Attendance Compulsory Education PROPOSED.docx 

JFABF - Health Requirements and Services Immunizations PROPOSED.docx 

JLCEE - Medical Treatment Directives PROPOSED.docx 

Motion was made to approve these policies as presented.

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Moved by: James Winn

Seconded by: Kenzi Guymon

Carried

6. Policies for First Reading # - #

BBJ - Superintendent Qualifications and Responsibilities PROPOSED.docx 

BKB - Business Administrator Qualifications and Responsibilities PROPOSED.docx 

CE - School Safety PROPOSED.docx 

DIC - Title One Comparability PROPOSED.docx 

DJDA - Procurement PROPOSED.docx 

DJDD Procurement Child Nutrition Program Procurement
PROPOSED.docx 

DJDG - Procurement Contracts and Contract Limitations
PROPOSED.docx 

EEAB - Transportation Equipment Buses PROPOSED.docx 

EEAFC - Transportation Operations-unauthorized Persons on
Buses PROPOSED.docx 

GBI - Staff Participation in Political Activities PROPOSED.docx


GDB - Employment Paraprofessional Qualifications
PROPOSED.docx 

GEC - Benefited Staff Leaves and Absences PROPOSED.docx


GECE - Postpartum and Parental Leave PROPOSED.docx 

IHBG - Home Schools PROPOSED.docx 

IJOB - Student Out of State Travel PROPOSED.docx 

JLCEF - Head Lice PROPOSED.docx 

JQ - Student Fees Fines PROPOSED.docx 

Motion was made to approve these policies for First Reading
that allows 30 days for community input.

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Moved by: James Winn

Seconded by: Neal Peacock

Carried

F) REPORTS

1. Principal

Green River High Principal Kayce Maes-Fluckey presented the school's theme this year as 'Celebrate' with their leadership, curriculum, extra-curricular programs, and participation.

GRHS Student Council is tracking and rewarding students' participation with regular celebrations. The Dignity Index has been introduced to strengthen the school culture where educators are leading daily lessons with a 'Daily Dignity'.

Increasing academic proficiency is a constant goal with data driven instruction and targeted interventions. Their educators are implementing the Pillars of the district's Portrait of a Graduate. Brennan Bigelow explained that the Ag and FFA programs are moving forward and focusing on the irrigation system with students doing the labor. They have developed relationships with the local conservation district which has provided them with seed and conducted soil tests. They are learning to problem solve with soil and last year's garden.

All of the students are involved in many programs and show leadership in all of the activities and curriculum that is offered. GRHS also coordinates with Emery High to provide virtual academic opportunities.

2. Superintendent # - #

Superintendent Shank reported on the following items:

1. Recognition of the EHS Cross County Girls State Champions!! There will be an official recognition at next month's meeting.
2. The Lt Governor will visit the District on the 17th and will be visiting Ferron Elementary to review the successful third grade reading performances over the past five years.
3. Adult Education program has increased the number of graduates and has implemented 4 cohorts including a program in Green River in the last two years.
4. An additional Strategic Planning is scheduled for tomorrow evening at Ferron Elementary.

3. Business Administrator # - #

The annual LandTrust Training for Board Members was conducted. Ms. Allred also stated that the District has

received a generous donation from the Larry H & Gail Miller Foundation of \$2,500 for Sub for Santa purposes.

4. Board Member Committee

Student member Byron Roundy works with the IT dept to help GRHS's technology function on a daily basis. He also participates in student council and the e-sports program has plans to eventually stream the competitions and move to the auditorium. The Journalism class is also working on starting the commentating of broadcasts at home games.

Kenzi Guymon attended the district and USBA policy meetings, community councils at San Rafael and Ferron elementary, the capital outlay walk through at those schools, the fire/reunification drill at Ferron. Tomorrow is the Thanksgiving dinner at Ferron and also the strategic planning meeting.

Neal Peacock attended the Cottonwood Elementary with new members, USBA policy meeting, two veterans programs, and the Canyon View strategic planning committee.

Royd Hatt attended two community councils also with new members and the audit committee meeting.

James Winn attended the USBA legislative committee planning Day on the Hill, JLC meeting where it was voted to support Sen Owens LandTrust bill, community council meetings at Canyon, Cleveland, and Huntington elementaries, and the audit committee meeting.

G) PUBLIC COMMENTS

Byron Roundy indicated that there were GRHS students expressing desire to participate with sports without a full schedule. He will work with school administration on the follow up steps.

Doug Johnson recognized Adele Huntington and her many years of service to the District. Also thanked for everyone who has stepped up for the safety roles in the schools. ECSD is far advanced than many other districts in providing the required safety mandates.

H) CLOSED SESSION

At 8:15, a motion was made to move to a closed meeting for the purpose of holding a strategy session to discuss collective bargaining and for the purpose of discussion related to the character, professional competence, or physical or mental health of an individual.

Moved by: James Winn

Seconded by: Neal Peacock

Carried.

I, Royd Hatt, President of the Emery County School District Board of Education, certify and swear that a portion of the above closed executive session was to review and discuss the character and professional competence of individuals. Under the code referenced above, a closed executive session discussion of the character, professional competence, or physical mental health of an individual is exempt from recording requirements and therefore, this portion of the closed executive session was not recorded.

I) **ADJOURN**

Royd Hatt indicated that there was no further business and declared the meeting to be adjourned at 8:45.

Board President