



## Davis Technical College Contract Amendment

AMENDMENT# \_\_\_\_\_ To CONTRACT# \_\_\_\_\_

TO BE ATTACHED TO AND MADE A PART OF the above numbered contract by and between the Davis Technical College, referred to as DATC or College and, \_\_\_\_\_, referred to as CONTRACTOR.

THE PARTIES AGREE TO AMEND THE CONTRACT AS FOLLOWS:

1. Contract Period:

\_\_\_\_\_ (original starting date)  
\_\_\_\_\_ (current ending date)  
\_\_\_\_\_ new ending date

2. Contract amount:

\_\_\_\_\_ (current contract amount)  
\_\_\_\_\_ (amendment amount)  
\_\_\_\_\_ (new contract amount add current amount to amendment amount)

3. Other changes: (attach other sheets if necessary):

4. Effective Date of Amendment: \_\_\_\_\_

All other conditions and terms in the original contract and previous amendments remain the same.  
IN WITNESS WHEREOF, the parties sign and cause the amendment to be executed.

CONTRACTOR

DAVIS TECHNICAL COLLEGE

\_\_\_\_\_  
Contractor's Signature

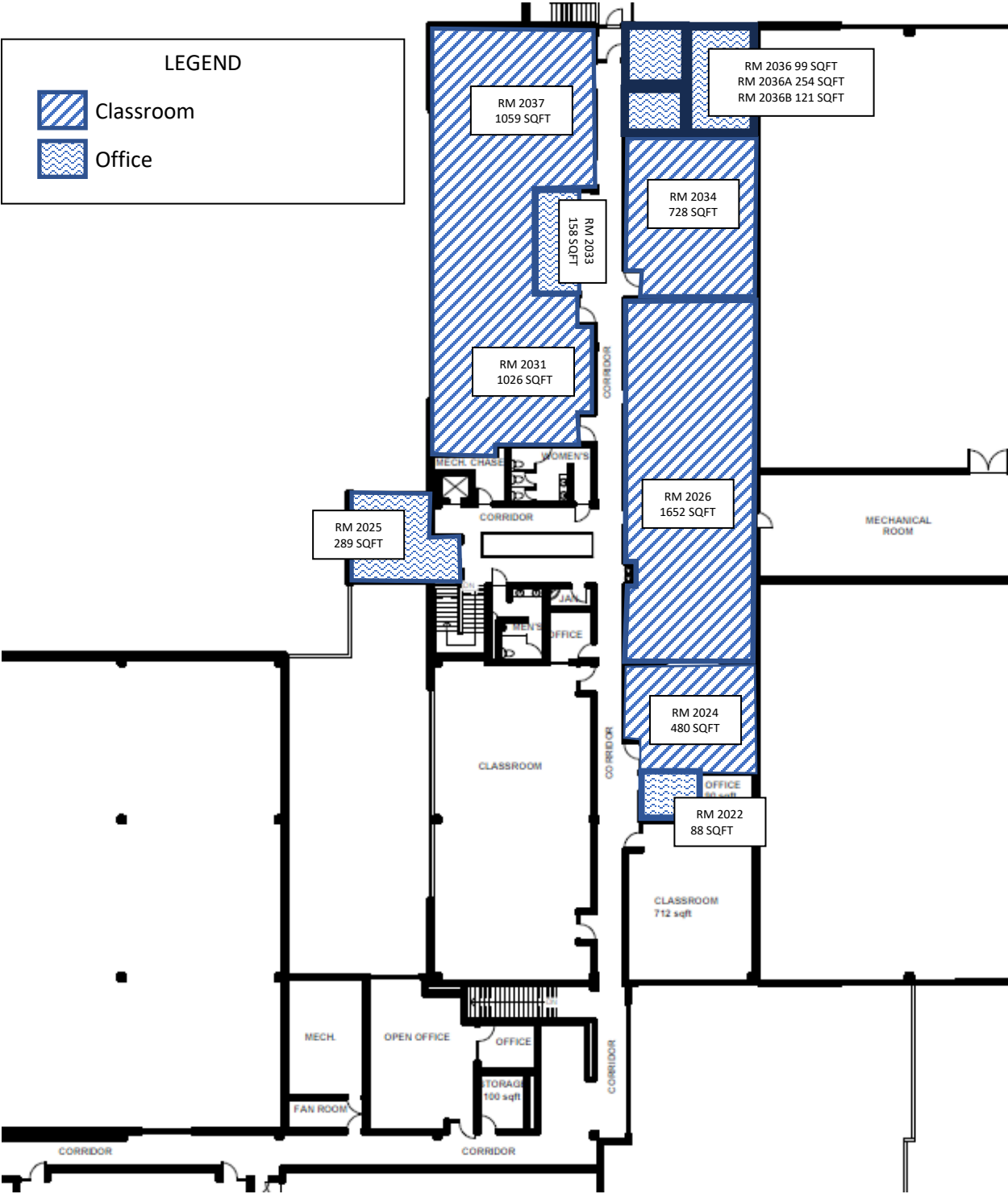
\_\_\_\_\_  
Date

\_\_\_\_\_  
College Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Type or Print Name and Title

# Attachment A – Main Building CPH Space



# ATTACHMENT A

<b>ANNUAL LEASE RATE TABLE</b>			
Lease Year	Date Period	Annual Rate	Monthly Rate
Year 1	09/01/2021-08/30/2022	<u>\$138,323.86</u>	<u>\$11,526.99</u>
Year 2*	09/01/2022-12/31/2022	<u>\$58,787.65</u>	<u>\$11,757.53</u>
Year 2+	01/01/2023-08/30/2023	<u>\$102,606.00</u>	<u>\$14,658.00</u>
Year 3*	09/01/2023-08/30/2024	<u>\$179,413.88</u>	<u>\$14,951.16</u>
Year 4*	09/01/2024-08/30/2025	<u>\$184,202.16</u>	<u>\$15,350.18</u>
Year 5*	09/01/2025-10/31/2025	<u>\$31,314.36</u>	<u>\$15,657.18</u>
Year 5+	11/01/2025-08/30/2026	<u>\$164,624.70</u>	<u>\$16,462.47</u>
*Annual rent reflects 2% increase + Reflects changes from Amendment 1 effective 01/01/2023 and Amendment 3 effective 11/1/2025			

<b>BASE COST PER SQUARE FOOT TABLE</b>	
Office	\$21.22
Kitchen	\$21.22
Classroom	\$18.02
Storage	\$1.00

<b>LEASED PREMISIS (1) DTC MAIN BUILDING</b>		
Room #	SQUARE FOOTAGE	TYPE
2022	88	Office
2024	480	Classroom
2025	289	Office
2026	1652	Classroom
2031	1026	Classroom
2033	158	Office
2034	728	Classroom
2036	99	Office
2036A	254	Office
2036B	121	Office
2037	1059	Classroom

<b>LEASED PREMISIS (2) DTC NORTH BUILDING</b>		
Room #	SQUARE FOOTAGE	TYPE
101	232	Office
102	117	Office
104	702	Classroom
105	770	Classroom
105-A	160	Kitchen
105-B	46	Storage
108-A	23	Storage
110	110	Office

**Telecommunication Charge: \$200.00/Monthly**

**Utah Career Path High  
Governing Board of Directors  
Board Meeting**

**Date:** November 17, 2025

**Time:** 3:30 PM

**Location:** 290 N Flint Street, Kaysville UT



**Career Path High**

*Career Path High changes lives and strengthens society by guiding students  
on a path to college success and career readiness.*

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## **AGENDA**

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### **CALL TO ORDER**

### **PUBLIC COMMENT**

- 2026/2027 Fee Schedule

### **CONSENT ITEMS**

- September 29, 2025 Board Meeting Minutes

### **REPORTS**

- Director Report
- Finance Report

### **VOTING AND DISCUSSION ITEMS**

- Lease
- LEA Licenses
- Paid Parental and Postpartum Recovery Leave Policy
- Instructional Materials Policy

**CLOSED SESSION-** to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a).

### **CALENDARING**

- Next Board Meeting February 16, 2025 @ 3:30pm

### **ADJOURN**

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call 801-444-9378 to make appropriate arrangements. One or more board members may participate electronically or telephonically pursuant to UCA 52-4-207.



**Utah Career Path High  
Governing Board of Directors  
Board Meeting**

**Date:** September 29, 2025

**Location:** 290 N. Flint Street; Kaysville, UT 84037

**In Attendance:** Jeff Lund, Kelly Simerick, Natalie Brush, Angie Osguthorpe

**Excused Board Members:** Paul Ray

**Others In Attendance:** Stacey Hutchings, Gabe Clark, Hannah Dorius, Erin Winterton, Priscilla Stringfellow



**Career Path High**

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## **MINUTES**

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### **CALL TO ORDER**

Angie Osguthorpe called the meeting to order at 3:36PM.

### **CONSENT ITEMS**

- August 11, 2025 Board Meeting Minutes

*Kelly Simmerick made a motion to approve August 11, 2025 Board Meeting Minutes. Jeff Lund seconded. Motion passed unanimously. Votes were as follows: Jeff Lund, Aye; Angie Osguthorpe, Aye; Kelly Simerick, Aye; Natalie Brush, Aye.*

### **REPORTS**

- Director Report  
Stacey Hutchings presented the Director's Report to the board. Enrollment and staffing were reviewed with the board. Career Path High will continue to enroll students at each quarter throughout the year. The marketing plan was reviewed with the board. A strategic plan has been established to increase enrollment. A PA system and new doors have been installed in the school to increase school safety. 2025-2026 school goals were outlined and established.
- Finance Report  
Erin Winterton presented the Finance Report. The audit is underway and will finish soon. The Statement of Financial Position was presented to the board. The PTIF account is earning ample interest. The budget is on track for this point in the school year.

### **VOTING AND DISCUSSION ITEMS**

- LEA Licenses  
Stacey Hutchings presented the need to approve LEA Licenses for the board. With several positions being consolidated, LEA Licenses are needed to ensure each teacher is qualified for every subject being taught. The teachers working toward their full licensure.

*Kelly Simmerick made a motion to approve LEA Licenses as discussed. Natalie Brush*

*seconded. Motion passed unanimously. Votes were as follows: Jeff Lund, Aye; Angie Osguthorpe, Aye; Kelly Simerick, Aye; Natalie Brush, Aye.*

- Director Travel Consideration

Stacey Hutchings requested travel funds for travel to St. George to tour a school with a similar model. The purpose of this visit will be to learn about their programs and implement what would make sense for Career Path High.

*Kelly Simmerick made a motion to approve Director Travel. Natalie Brush seconded. Motion passed unanimously. Votes were as follows: Jeff Lund, Aye; Angie Osguthorpe, Aye; Kelly Simerick, Aye; Natalie Brush, Aye.*

- Policies:

- Child Abuse & Neglect Policy

Gabe Clark presented the Child Abuse & Neglect Policy. This policy clarifies the circumstances in which suspected abuse or neglect needs to be reported and to whom it needs to be reported. This will now include reporting to the school's administrator.

- Electronic Resources Policy

Gabe Clark presented the Electronic Resources Policy. These policy amendments add clarifications for the use of cell phone usage rules in schools. The amendments align the policy with current law.

- Hotline Complaint Policy

Gabe Clark presented the Hotline Complaint Policy. This is a new policy that explains procedure of how to use the hotline. There will be a link to the hotline on the school's website.

- Bullying and Hazing Policy

Gabe Clark presented the Bullying and Hazing Policy. Definitions of bullying and hazing are continually in flux and are further defined in this policy amendment. The amendments align the policy with current law.

*Jeff Lund made a motion to approve the Child Abuse & Neglect Policy, Electronic Resources Policy, Hotline Complain Policy, and Bullying and Hazing Policy as discussed. Kelly Simmerick seconded. Motion passed unanimously. Votes were as follows: Jeff Lund, Aye; Angie Osguthorpe, Aye; Kelly Simerick, Aye; Natalie Brush, Aye.*

## **CALENDARING**

- Next Board Meeting November 17, 2025 @ 3:30pm.

## **ADJOURN**

*At 4:27PM Angie Osguthorpe motioned to adjourn the meeting. Motion passed.*

**Career Path High  
Instructional Materials Policy  
Adopted: March 27, 2023  
Revised: November 10, 2025**

**Purpose**

The purpose of this policy is to establish the parameters by which Utah Career Path High (the “School”) will select, approve, and purchase instructional materials. The purpose of this policy and accompanying procedures is to also set forth the School’s process for reviewing challenges to instructional materials.

**Definitions**

”Instructional materials” are the resources used by educators to deliver curriculum or support student learning. These materials may be commercially available or School-created and include such materials as textbooks, reading materials, videos, digital materials, websites, online applications, and live presentations. “Instructional materials” do not include learning material used in a concurrent enrollment, advanced placement, or international baccalaureate program or class, or another class with required instructional material that is not subject to selection by the School.

“Sensitive material” means an instructional material that constitutes objective sensitive material or subjective sensitive material. “Sensitive material” does not include the instructional material outlined in Utah Code § 53G-10-103(1)(h)(ii).

“Objective sensitive material” means an instructional material that constitutes pornographic or indecent material, as that term is defined in Utah Code §76-5c-208, under the non-discretionary standards described in Utah Code § 76-5c-207(1)(a)(i), or (ii), or (iii).

“Subjective sensitive material” means an instructional material that constitutes pornographic or indecent material, as that term is defined in Utah Code §76-5c-208, under the following factor-balancing standards:

- (a) material that is harmful to minors under Utah Code §76-5c-101;
- (b) material that is pornographic under Utah Code §76-5c-101; or
- (c) material that includes certain fondling or other erotic touching under Utah Code §76-5c-207(1)(a)(i)(C)(D).

“School community parent” means a parent who has a student currently attending the School, or will have a student enrolled in the School within one year, where the challenged instructional material is being reviewed in accordance with this policy and Utah Code § 53G-10-103(4).

“School setting” means the School’s classrooms, library, and property. “School setting” also includes School-sponsored or required activities, including assemblies, guest lectures, live presentations, or other events.

“Stakeholder” for purposes of this policy means:

- (a) an employee of the School;
- (b) a student who is enrolled in the School;
- (c) a parent of a child who is enrolled in the School; or
- (d) a member of the School’s Board of Directors.

## **Policy**

The School shall comply with the requirements of Utah law and Utah State Board of Education (“USBE”) rule regarding the selection, approval, purchase, and review of instructional materials, including but not limited to Utah Administrative Code R277-468 and R277-469, Utah Code § 53G-10-103 and, when applicable, Utah Code § 53G-5-404.

The School’s purpose in managing the selection, approval, purchase, and review of instructional materials is to implement, enrich, and support the School’s educational program. It is also to prioritize protecting students from the harmful effects of illicit pornography over other considerations in evaluating instructional materials.

### Criteria for Instructional Materials

Instructional materials should contribute to the intellectual development and positive character of students. Instructional materials used by the School shall:

- (a) be consistent with the Utah Core standards;
- (b) be consistent with the principles of individual freedom as defined in Utah Code § 53G-10-206;
- (c) not constitute sensitive material as defined in Utah Code § 53G-10-103;
- (d) not be prohibited discriminatory practice as described in Utah Code § 53B-1-118; and
- (e) comply with all other applicable state laws and USBE rules.

### Selection and Approval of Instructional Materials by the Director

The Board of Directors (the “Board”) delegates to the School Director the authority and responsibility to select and approve instructional materials for the School, except under circumstances where the Board is specifically required by law or a different School policy to approve instructional materials.

The Director shall select and approve instructional materials that meet the criteria set forth in this policy. When considering instructional materials, the Director may review the USBE’s

recommended instructional materials (RIMs), but the Director is not required to select RIMs if there are other instructional materials available that meet the criteria set forth in this policy.

The Director shall involve School community parents and instructional staff in the consideration of instructional materials. The Director has discretion as to how to involve such parents and instructional staff in this process.

#### Selection and Approval of Instructional Materials by the Board

If the Board is required by law or School policy to approve instructional materials for use in the classroom, the Board shall do the following (in order) prior to approving the instructional materials:

- (a) post the recommended instructional materials online to allow for public review or, for copyrighted material, make the instructional materials available at the School for public review; and
- (b) hold at least two Board meetings where the recommended instructional materials is on the agenda and allow an opportunity at those Board meetings for School educators and parents of students enrolled in the School to express views and opinions on the recommended instructional material.

The Board may approve the recommended instructional materials in an open and regular Board meeting after the requirements above have been satisfied. The vote to approve the recommended instructional materials may occur at the second of the two Board meetings described in subsection (b) above.

In accordance with Utah Code § 53G-5-404(13), the requirements in this section apply only if the Board is approving instructional materials. The requirements do not apply if the Board is not approving instructional materials and instead only the Director is selecting and approving instructional materials (which Utah Code § 53G-5-404(13) refers to as “learning material”). In addition, the requirements in this section do not apply to educators’ selection of supplemental materials or resources.

Any instructional materials approved by the Board shall meet the criteria set forth in this policy.

#### Purchase of Instructional Materials

The School shall follow its Purchasing and Disbursement Policy in connection with the purchase of any instructional materials, regardless of whether the instructional materials are selected and approved by the Director or by the Board. The School shall identify all costs associated with instructional materials prior to purchasing the instructional materials, including any implementation and professional development costs.

### Educator Selection of Additional Supplemental Materials or Resources

Despite the foregoing, educators at the School may select and use supplemental materials or resources in their classroom to augment instructional materials already selected and approved by the Director or the Board so long as each of the following are satisfied:

- (a) the educator has reviewed the supplemental materials or resources in their entirety prior to using them in the classroom;
- (b) the supplemental materials or resources meet the criteria set forth in this policy; and
- (c) the supplemental materials or resources have not previously been prohibited by the Director or the Board.

### Contract Requirements

If the School contracts with a third party to provide online or digital materials, the School shall include in the contract a requirement that the provider give notice to the School any time that the provider makes a material change to the content of the online or digital materials, excluding regular informational updates on current events. The School shall also comply with applicable requirements in R277-469 related to School contracts with publishers for instructional materials.

### Sensitive Material Review Procedures

Sensitive materials are prohibited in the School setting. In accordance with Utah law, USBE rule, and the School's administrative procedures, stakeholders may initiate a sensitive material review by the School if they feel an instructional material used by the School constitutes sensitive material.

The Director shall establish administrative procedures that set forth how stakeholders may initiate a sensitive material review by the School and the review process the School will follow. The administrative procedures shall comply with applicable Utah law and USBE rule.

## **Administrative Procedures Sensitive Material Review**

These procedures are established in accordance with the Instructional Materials Policy adopted by the School's Board of Directors.

### **Sensitive Material Review Process**

Stakeholders may initiate a sensitive material review by the School if they feel an instructional material used by the School constitutes sensitive material.

However, notwithstanding the foregoing, if a stakeholder makes three unsuccessful challenges during a given academic year, that individual may not trigger a sensitive material review during the remainder of the given school year. An "unsuccessful challenge" means an allegation that a given instructional material constitutes sensitive material that the School concludes to be erroneous, either on direct review or on appeal to the Board, resulting in the retention of the given instructional material.

Stakeholders may allege that an instructional material used by the School constitutes sensitive material by submitting the Sensitive Material Review Request Form accompanying these procedures. Upon receipt of the completed form by a stakeholder, the School shall:

#### Step One – Initial Review

- (a)(i) Make an initial determination as to whether the allegation presents a plausible claim that the challenged instructional material constitutes sensitive material, including whether the allegation includes excerpts and other evidence to support the allegation. The Director shall designate two or more School employees to make this initial determination for the School (the Director can be one of the two employees if he/she desires); and
- (ii) If the School's initial determination is that that the allegation presents a plausible claim that the challenged instructional material constitutes sensitive material as described above, the School shall immediately remove the challenged material until the School completes the School's full review of the challenged material as set forth below;

#### Step Two – Objective Sensitive Material Standards Review (if necessary)

- (b)(i) If the School's initial determination is that the allegation presents a plausible claim that the challenged instructional material constitutes sensitive material, engage in a review of the allegations and the challenged instructional material using the objective sensitive material standards. The Director shall designate three or more individuals to conduct this review, one of which must be a School community parent (the School employees who conducted the initial review may also be designated to conduct this review); and
- (ii) If the School determines that the challenged instructional material constitutes objective sensitive material, the School shall ensure that the material remains inaccessible to students in any School setting;

### Step Three - Subjective Sensitive Material Standards Review (if necessary)

- (c) If, and only if, the School determines that the challenged instructional material does not constitute objective sensitive material, the School shall:
  - (i) Review the allegations and the challenged instructional material under the subjective material standards to determine if an instructional material is subjective sensitive material. The Director shall designate three or more individuals to conduct this review, but at least two of the individuals must be School community parents (the individuals who conducted the objective sensitive material standards review may also be designated to conduct this review, but at least two of the individuals must be School community parents);
  - (ii) Allow student access to the challenged instructional material during the School's subjective sensitive material review if the student's parent gives consent regarding the specific challenged instructional material; and
  - (iii) If the School determines that the challenged instructional material constitutes subjective sensitive material, ensure that the material is inaccessible to students in any School setting, including the termination of the parent consent option described above.

### Miscellaneous Review Rules

Neither the individuals responsible for procurement of the challenged instructional materials nor the stakeholder who is challenging the instructional materials may serve on any of the review committees described in the steps above.

If the School requires a School employee to participate on a sensitive materials review committee requiring engagement outside of contract hours, the School shall compensate the employee for the employee's time participating on the committee.

### Communication

Soon after the completion of a sensitive material review, the School shall communicate its final determination (regardless of in which step the final determination comes) in writing to the stakeholder who requested the review.

The School shall also communicate to the USBE each stakeholder sensitive material review request, the final determination by the School on each request, and the School's rationale for its final determination on each request. The Director shall communicate this information to the USBE on behalf of the School using the form provided by the USBE:

- (a) within 30 school days of the final determination; or
- (b) if an appeal is in process, at the conclusion of the appeal.



## Appeal

A stakeholder may appeal the School's decision to the Board regarding a sensitive material review by submitting to the Board President the Sensitive Material Appeal Request Form within fourteen days of receiving the School's decision. A stakeholder may file such an appeal regardless of whether the School removed or retained the challenged instructional material. The Board shall vote in a public board meeting to decide the outcome of a sensitive material review appeal. In the board meeting, the Board shall clearly identify:

- (a) the Board's rationale for its decision; and
- (b) the Board's determination on each component of the statutory and any additional policy standards used by the Board to reach the Board's conclusion.

## **Removing Instructional Materials That Constitute Sensitive Material**

### Removing Instructional Material if State Threshold is Met

In accordance with Utah Code § 53G-10-103(7), the School shall remove instructional material from student access upon being notified by the USBE that the following number of LEAs in the state have determined that the instructional material constitutes objective sensitive material:

- (a) at least three school districts; or
- (b) at least two school districts and five charter schools.

However, removal from student access under these circumstances is subject to the USBE voting to overturn the application of the statewide removal requirement with respect to the instructional material. If the USBE votes to overturn the application of the statewide removal requirement with respect to the instructional material, the statewide removal requirement no longer applies and the School may choose to return access to the instructional material to its students.

### Removing Instructional Material After Sensitive Material Review

The School shall follow the applicable removal requirements described in Steps One through Three of the School's sensitive material review process. In addition, if at the completion of the sensitive material review process the School makes a final determination that an instructional material constitutes sensitive material, the School shall remove the instructional material.

### Disposal of Instructional Material

When removing instructional material because it constitutes sensitive material, the School shall:

- (a) physically remove the sensitive material from the School;
- (b) remove all access by students to the sensitive material;
- (c) communicate with the relevant vendors and publishers regarding the School's decision;
- (d) legally dispose of the sensitive material; and

(e) not sell or distribute the sensitive material.

## Sensitive Material Review Request Form

### Information about Instructional Material Requested to be Reviewed:

- 1) Title:
- 2) Author:
- 3) Publisher:
- 4) Do you believe this instructional material constitutes sensitive material as that term is defined in Utah Code § 53G-10-103?      Yes      No

### Information about Requestor:

- 1) Name:
- 2) Phone:
- 3) Address:
- 4) Email:
- 5) Are you a student of Utah Career Path High?      Yes      No
- 6) Are you a parent of a student of Utah Career Path High?      Yes      No
- 7) Are you an employee of Utah Career Path High?      Yes      No
- 8) Are you a board member of Utah Career Path High?      Yes      No

### Information about Review Request:

- 1) Was this instructional material recommended, assigned, used, or made available through the school? If so, please explain.
- 2) In your opinion, how does this instructional material constitute sensitive material? Please provide examples, page numbers, links, or other information to help in locating or identifying the content you believe qualifies as sensitive material. Please attach any images or other corroborating evidence. You may attach additional pages as needed.

Requestor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*After you submit this Form, you will receive an acknowledgment of receipt and an estimated timeline for when a decision will be made by the School. The School generally completes its review and makes its final decision between thirty to sixty (30-60) days after its receipt of a request for review.*

## Sensitive Material Appeal Request Form

### Instructions:

A requestor must submit this Form along with a copy of the School's written decision on the sensitive material review request within fourteen (14) days of receiving the School's written decision.

### Information about Requestor:

- 1) Name:
- 2) Phone:
- 3) Address:
- 4) Email:
- 5) Date you received the School's written decision on your sensitive material review request:  
\_\_\_\_\_
- 6) Are you a student of Utah Career Path High? Yes No
- 7) Are you a parent of a student of Utah Career Path High? Yes No
- 8) Are you an employee of Utah Career Path High? Yes No
- 9) Are you a board member of Utah Career Path High? Yes No

### Information about Challenged Instructional Material:

- 1) Title:
- 2) Author:
- 3) Publisher:
- 4) Please provide a written statement setting forth your rationale for appealing the School's decision regarding the challenged instructional material (attach additional pages as needed).

Requestor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*After you submit this Form, you will receive an acknowledgment of receipt and an estimated timeline for when a decision will be made by the Board in a public board meeting. The Board generally tries to make its decision at a public board meeting between thirty to sixty (30-60) days after its receipt of an appeal.*

## SY25-26 LEA-S(pecific) Requests

Effective 8/2021, the followir

					Is this a RENEWAL Request from SY24- 25? (Y/N)
LEA (District or Charter) Name	Date LEA's Board Met	CACTUS ID	Last Name	First Name	
<i>Granite SD</i>	<i>1/5/2021</i>	<i>999999</i>	<i>Example</i>	<i>Educator</i>	<i>N</i>
Utah Career Path High	11/17/2025	735003	Fambro	Dawn	N
	11/17/2025	795735	Wilkins	Alycia	N

ing are NOT allowed for LEA-S: Audiologist, Deaf Education, Preschool Special Ed., School Psychologist, School

License	Endorsement		Endorsement	
Area 1	1	Endorsement 2	3	Rational/Motions
Secondary	Math Level 3	Chemistry		Educator is enrolling in EPP Fall 2021
N/A	Earth Science 2			Looking into licensing options to become q
Secondary	Physcial Education K-12			Looking into licensing options to become q

l Social Worker, Special Ed (K-12), Speech Language Pathologist, Speech Language Therapist

Is Educator's Assignment in CACTUS? (Y/N)		Has LEA Specific tab in CACTUS been completed? (Y/N)	Does Educator Have a current BACKGROUND check? (Y/N)	Does Educator Have a current ETHICS check? (Y/N)	Pedagogical Modules Completed and certificate received? (Y/N)	LEA Application Received? (Y/N)	PE ONLY: CPR Cert #
Y		Y	Y	Y	Y	Y	
Y		PW Will Complete	Y	Y	N/A	N	N/A
Y		PW Will Complete	Y	Y	N/A	N	N

## **Paid Parental and Postpartum Recovery Leave**

In accordance with Utah Code § 53G-11-209, the School offers qualified employees paid parental and postpartum recovery leave to enable employees to care for and bond with their new child and to recover from childbirth. This policy is effective July 1, 2025.

### **Definitions**

For purposes of this policy:

“Parental leave” means leave hours the School provides to a parental leave eligible employee.

“Parental leave eligible employee” means a School employee who receives regular paid personal time off (PTO) benefits from the School and is:

- (a) a birth parent as defined in Utah Code § 78B-6-103;
- (b) legally adopting a minor child, unless the individual is the spouse of the pre-existing parent;
- (c) the intended parent of a child born under a validated gestational agreement in accordance with Title 81, Chapter 5, Part 8, Gestational Agreement;
- (d) appointed the legal guardian of a minor child or incapacitated adult; or
- (e) a foster parent of a minor child.

“Postpartum recovery leave” means leave hours the School provides to a postpartum recovery leave eligible employee to recover from childbirth that occurs at 20 weeks or greater gestation.

“Postpartum recovery leave eligible employee” means an employee:

- (a) who receives regular paid personal time off (PTO) benefits from the School; and
- (b) who gives birth to a child.

“Qualified employee” means:

- (a) a parental leave eligible employee; or
- (b) a postpartum recovery leave eligible employee.

“Retaliatory action” means to do any of the following regarding an employee:

- (a) dismiss the employee;
- (b) reduce the employee’s compensation;
- (c) fail to increase the employee’s compensation by an amount to which the employee is otherwise entitled to or was promised;
- (d) fail to promote the employee if the employee would have otherwise been promoted; or
- (e) threaten to take an action described immediately above.

### **Paid Parental Leave**

The School allows a parental leave eligible employee to use up to 15 contracted workdays of paid parental leave for:

- (a) the birth of the parental leave eligible employee’s child;
- (b) the adoption of a child;
- (c) the appointment of legal guardianship of a child or incapacitated adult; or



(d) the placement of a foster child in the parental leave eligible employee's care.

Parental leave as described above:

- (a) may not be used before the day on which:
  - (1) the parental leave eligible employee's child is born;
  - (2) the parental leave eligible employee adopts a child;
  - (3) the parental leave eligible employee is appointed legal guardian of a child or incapacitated adult; or
  - (4) a foster child is placed in the parental leave eligible employee's care;
- (b) may not be used more than six months after the date described immediately above;
- (c) may be used intermittently;
- (d) runs concurrently with FMLA leave, if applicable to the parental leave eligible employee; and
- (e) runs consecutively to postpartum recovery leave, if applicable to the parental leave eligible employee.

A parental leave eligible employee's paid parental leave does not increase if the parental leave eligible employee:

- (a) has more than one child born from the same pregnancy;
- (b) adopts more than one child;
- (c) has more than one foster child placed in the parental leave eligible employee's care; or
- (d) is appointed legal guardian of more than one child or incapacitated adult.

A parental leave eligible employee may not use more than 15 contracted workdays of paid parental leave within a single 12-month period, regardless of whether during that 12-month period the parental leave eligible employee:

- (a) becomes the parent of more than one child;
- (b) adopts more than one child;
- (c) has more than one foster child placed in the parental leave eligible employee's care; or
- (d) is appointed legal guardian of more than one child or incapacitated adult.

### **Paid Postpartum Recovery Leave**

The School allows a postpartum recovery leave eligible employee to use up to three calendar weeks of paid postpartum recovery leave for recovery from childbirth that occurs at 20 weeks or greater gestation.

Postpartum recovery leave as described above:

- (a) shall be used starting on the day on which the postpartum recovery leave eligible employee gives birth, unless a health care provider certifies that an earlier start date is medically necessary;
- (b) shall be used in a single continuous period, unless otherwise authorized in writing by the Director;
- (c) runs concurrently with FMLA leave, if applicable to the postpartum recovery leave eligible employee; and
- (d) runs consecutively to parental leave.

A postpartum recovery leave eligible employee's paid postpartum recovery leave does not increase if the postpartum recovery leave eligible employee has more than one child born from the same pregnancy.

### **Leave Period**

The maximum amount of paid postpartum recovery leave available to qualified employees under this policy is three calendar weeks. Any non-contracted workdays (such as holidays, days during summer break, etc.) that occur during a qualified employee's paid postpartum recovery leave count toward the three-calendar week leave period.

The maximum amount of paid parental leave available to qualified employees under this policy is 15 contracted workdays. Any non-contracted workdays (such as holidays, days during summer break, etc.) that occur during a qualified employee's paid parental leave do not count toward the 15-contracted workday leave period.

### **Notice of Plan to Take Leave**

Qualified employees shall give the School's Director notice at least 30 days before the day on which the qualified employee plans to:

- (a) begin using parental leave or postpartum recovery leave; and
- (b) stop using postpartum recovery leave.

If circumstances beyond the qualified employee's control prevent the qualified employee from giving notice as described above, the qualified employee shall give the School each notice described above as soon as reasonably practicable.

All such notices shall be reviewed by the Director. If the employee providing notice does not meet the definition of a qualified employee under this policy (and is therefore not entitled to paid parental or postpartum recovery leave), the Director shall inform the employee. Employees may be required to provide documentation supporting the need for parental or postpartum recovery leave.

### **Other Leave**

Except with respect to FMLA leave, the School may not charge parental leave or postpartum recovery leave against a qualified employee's regular paid personal time off (PTO) or any other leave a qualified employee is entitled to under the School's leave policies.

### **Employee Benefits During Leave**

During the time a qualified employee uses parental leave or postpartum recovery leave, the qualified employee shall continue to receive all employment related benefits and payments at the same level that the qualified employee received immediately before beginning the parental leave or postpartum recovery leave, provided that the qualified employee pays any required employee contributions.

### **Employee Position after Leave**

Following the expiration of a qualified employee's parental leave or postpartum recovery leave, the School shall ensure that the qualified employee may return to:

- (a) the position that the qualified employee held before using parental leave or postpartum recovery leave; or
- (b) a position within the School that is equivalent in seniority, status, benefits, and pay to the position that the qualified employee held before using parental leave or postpartum recovery leave.

Despite the foregoing, if during the time a qualified employee uses parental leave or postpartum recovery leave the School experiences a reduction in force and, as part of the reduction in force, the qualified employee's employment would have been terminated had the qualified employee not been using the parental leave or postpartum recovery leave, the School may terminate the qualified employee's employment in accordance with any applicable process or procedure as if the qualified employee were not using the parental leave or postpartum recovery leave. In addition, upon termination of a qualified employee's employment (for any reason), the employee is not entitled to be paid for any unused parental leave or postpartum recovery leave.

### **Retaliatory Action**

The School may not interfere with or otherwise restrain a qualified employee from using parental leave or postpartum recovery leave in accordance with this policy. In addition, the School may not take retaliatory action against a qualified employee for using parental leave or postpartum recovery leave in accordance with Utah Code § 53G-11-209.

### **Part-Time Qualified Employees**

In the event a qualified employee of the School is also a part-time employee, the employee shall be allowed to use the amount of parental leave or postpartum recovery leave available to the qualified employee under this policy on a pro rata basis.



# Career Path High

## November Board Meeting

November 17, 2025

Agenda



Career Path High

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Staffing

01

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Enrollment

02

---

Marketing

03

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School  
Improvement

04

---

School Safety

05

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Board Goals

06



# Staffing

## Leadership Team

Stacey Hutchings - Director/Principal  
Jessica Aydlette - Assistant Principal / Operations Director  
Joshua Epperson - Special Programs Director  
Alexis Leavitt - School Counselor

## Secretaries & Parapros

Mindy Loyola - Secretary  
Liz Held - Secretary  
Kate Stevenson - Secretary  
Rachel Daniels - Attendance Clerk  
Kaylee Coil - Paraprofessional  
Levi Bach - Marketing Intern

## General Education Teachers

Jessika Chandler - English & Lead Teacher  
Karen MacDonald - English & Lead Teacher  
Stephanie Wilson - Math  
Trey Gunderson - Math  
Dawn Fambro - Science  
Dylan Solly - Social Studies  
Rylan Suzzi - Social Studies  
Chelsea Watts - Art & Spanish

## Special Education Team

Scott Paradis - Teacher  
Julia Hammond - Teacher  
Alycia Wilkins - Teacher  
Kady Coombs - Paraprofessional

## Specialists

Anneliese Pixton - Marketing & Data  
Specialist  
~~Mike McNeely - School Safety Specialist~~



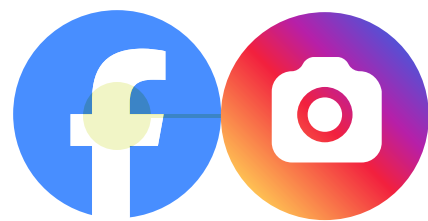
# Current Enrollment

	Grade 9	Grade 10	Grade 11	Grade 12	Total	
Active	15	37	50	37	139	
Withdrawn	4	5	5	9	23	
Effective 11/12/2025	19	42	55	46	162	



# Marketing Updates

Leads were down universally - so we looked at messaging and brand. Family interviews and testing at the DTC Open house helped us validate that the shift will help us reach more of the right families.



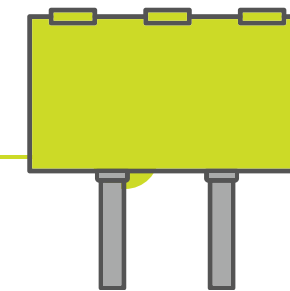
Social

Conversations are up - but paid ads generate mostly bot activity. Industry reports say this is common in 2025



Website

High bounce rate, mixed messages



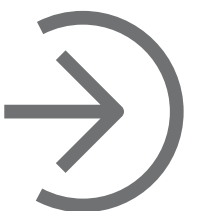
Print and Outdoor Media

Limited or none last year - focus has been heavily digital with little conversion



Messaging

Evolved over time without a unified message relevant to 2025





# Parent & student interviews- Staff workgroup

1

Our messaging doesn't reflect what we do best

2

Parents find us via word of mouth. Many aren't on social media.

3

There are common traits for students who thrive at CPH

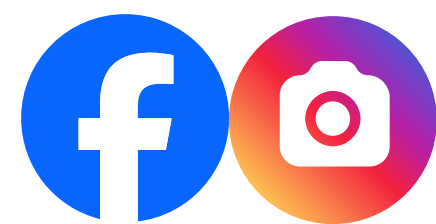
4

Our students need to know they'll have support with a college schedule

5

We are proud of the students we serve

# Actions



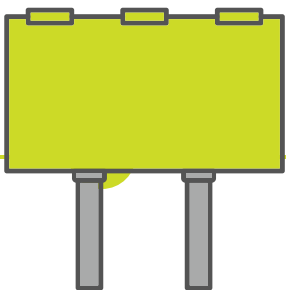
Social

Reels and organic content based on school activities and “day in the life” rather than static ad placment



Website

Live with new language in November  
  
Charterconnect optimizing for seo

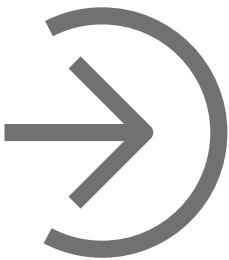


Print and Outdoor Media

Hometown values mailer Thanksgiving weekend  
  
Working with CharterConnect on blip billboards  
  
Guerilla flyers already working



Messaging Shift



# New messaging examples

You'll have a 1:1  
coach from  
enrollment to  
graduation

No commute  
between program  
classes and  
highschool

We can  
help you juggle  
high school,  
college and  
other  
responsibilities

Choosing to  
challenge yourself  
has significant  
rewards

It takes practice to  
develop better study  
habits, we can help.

# School Safety Updates

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- ✓ PA System Installed
- ✓ Doors and electronics in main building installed
- ✓ Stop the Bleed Training completed by staff
- ⌚ Still waiting for state to provide panic alerts
- ⌚ School Safety Specialist found another position - still looking



# School Improvement Plan

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Goal 1 - Science Curriculum

Focus on PCBL and Rigor

Earth Science - Mastery Path function

Goal 2 - Math Instruction

Instructional Coaching Cycles

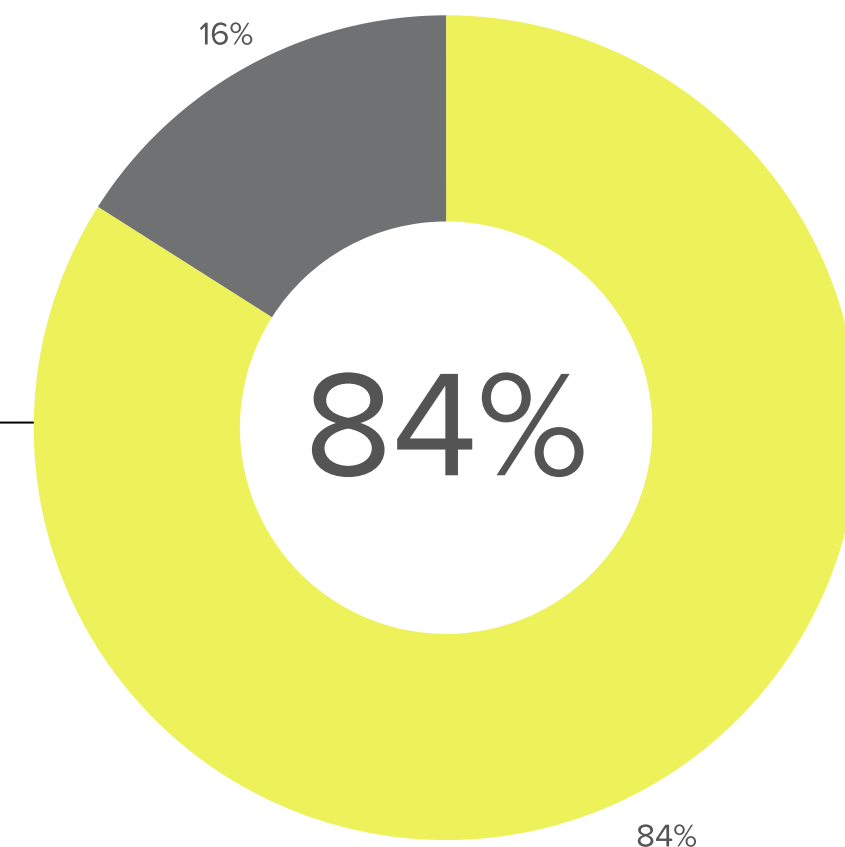
Professional Learning Communities

Goal 3 - College and Career Readiness

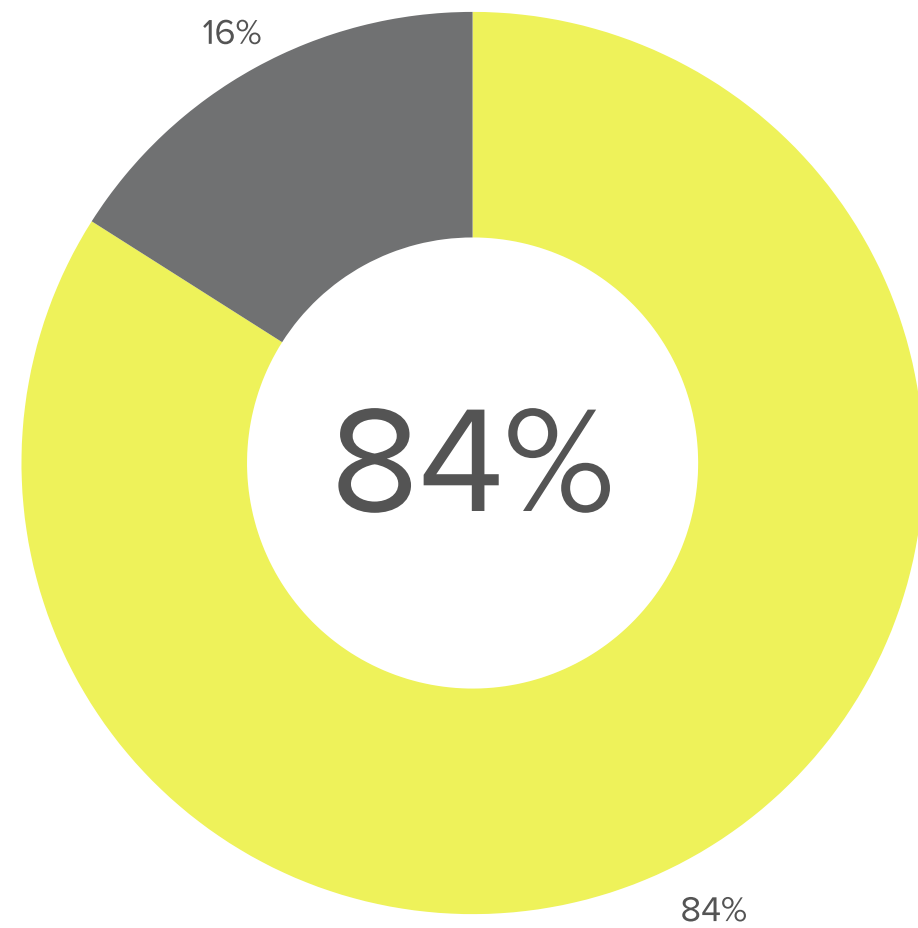
Student Portfolios - digital planners

The School

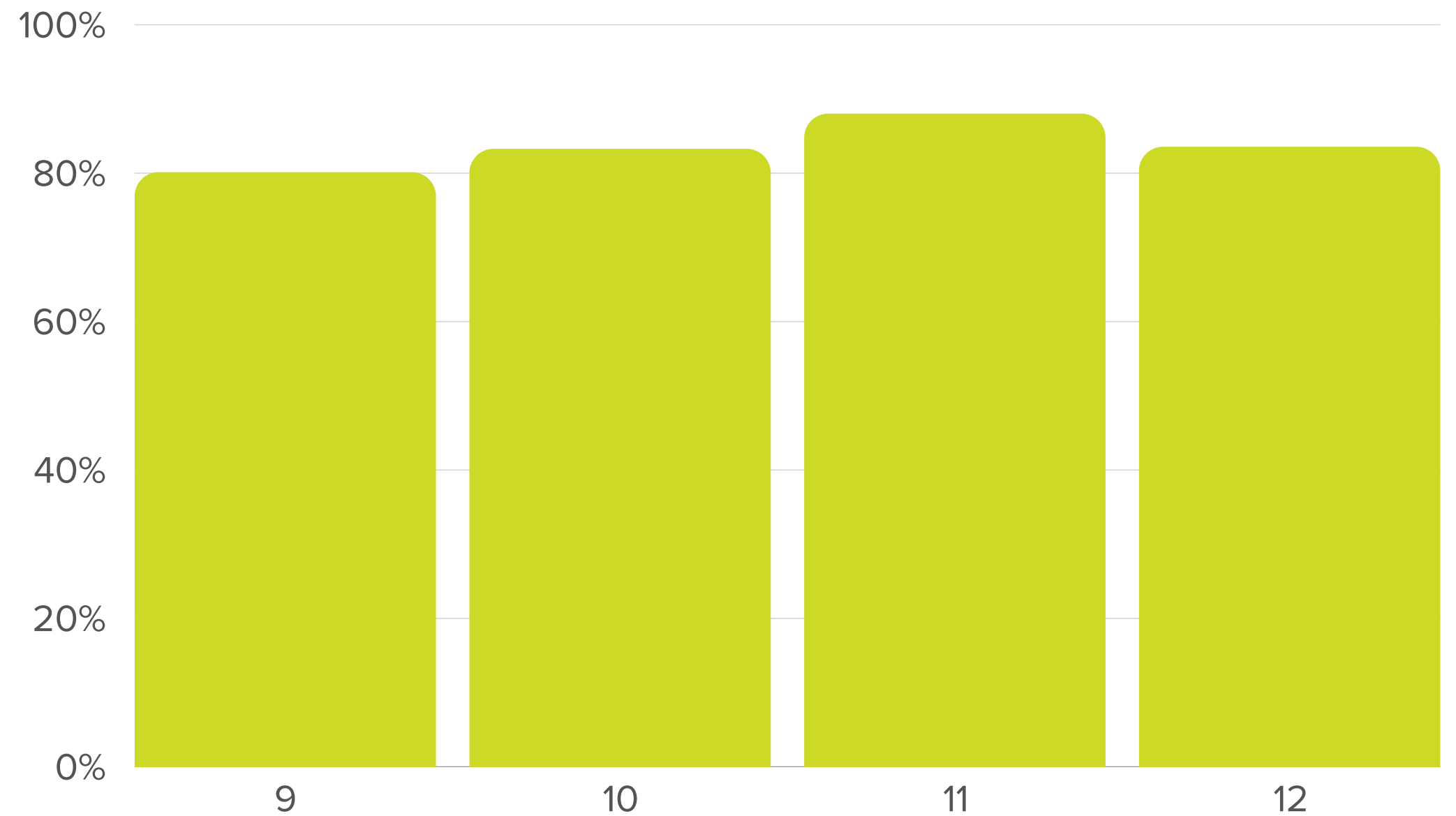
# Completion Report <sup>Q1</sup>



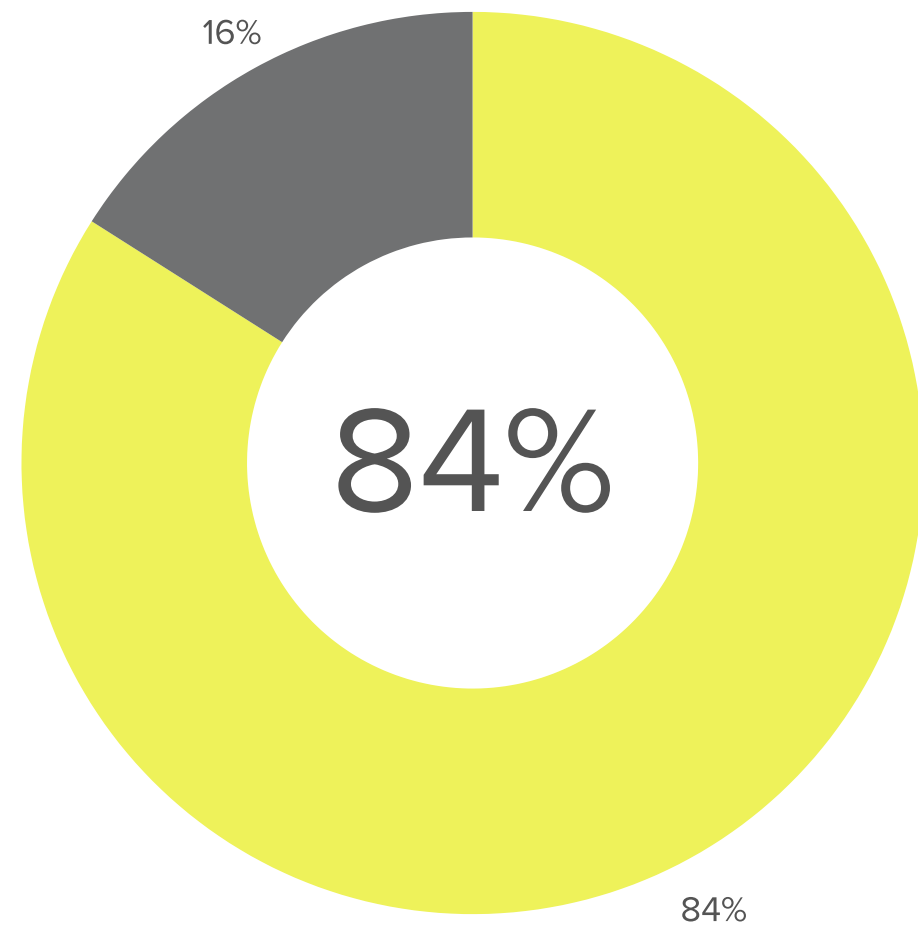
# Q1 By Grade



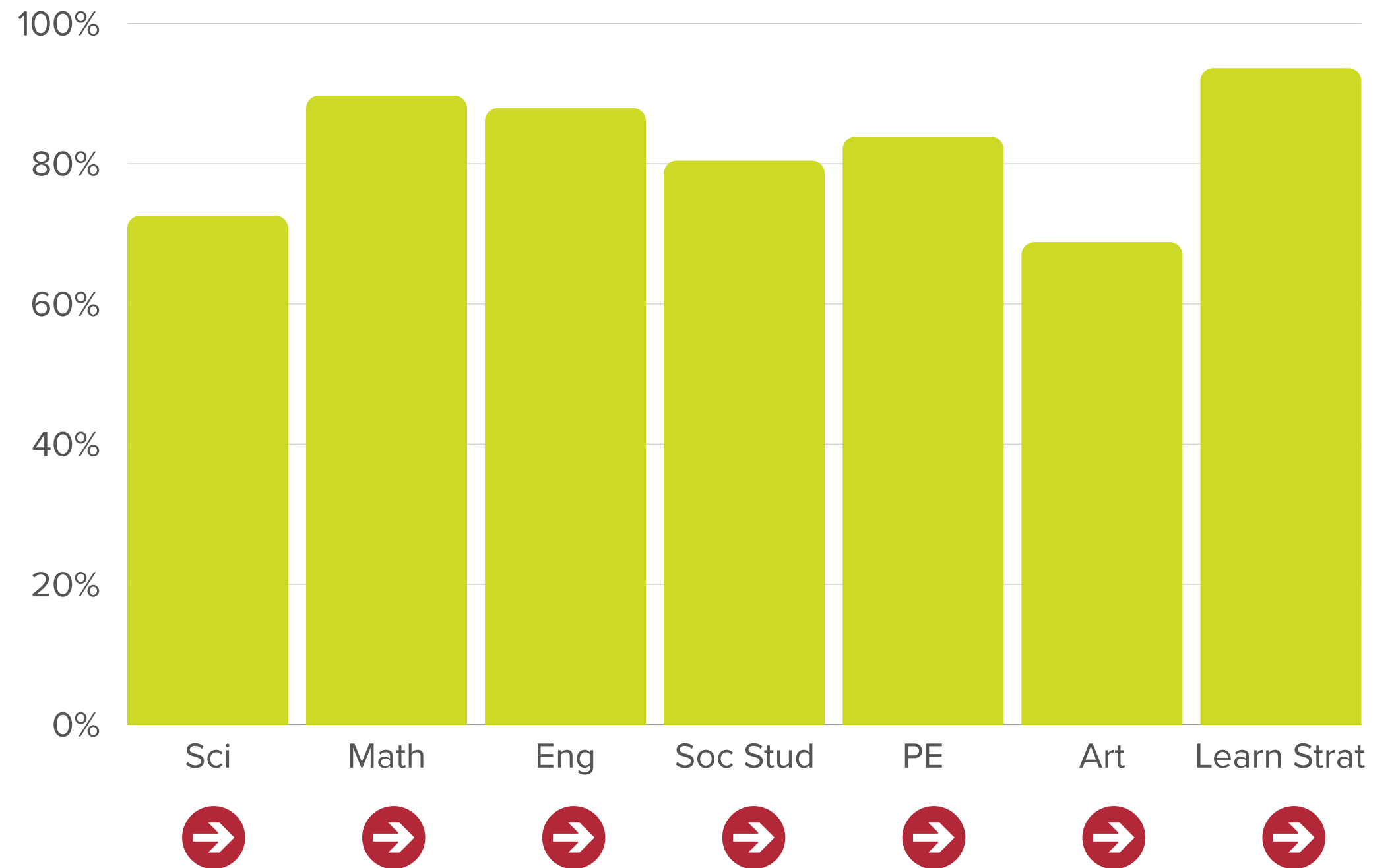
Completion for all courses by Grade  
Q1, SY 2026



# Q1 By Subject

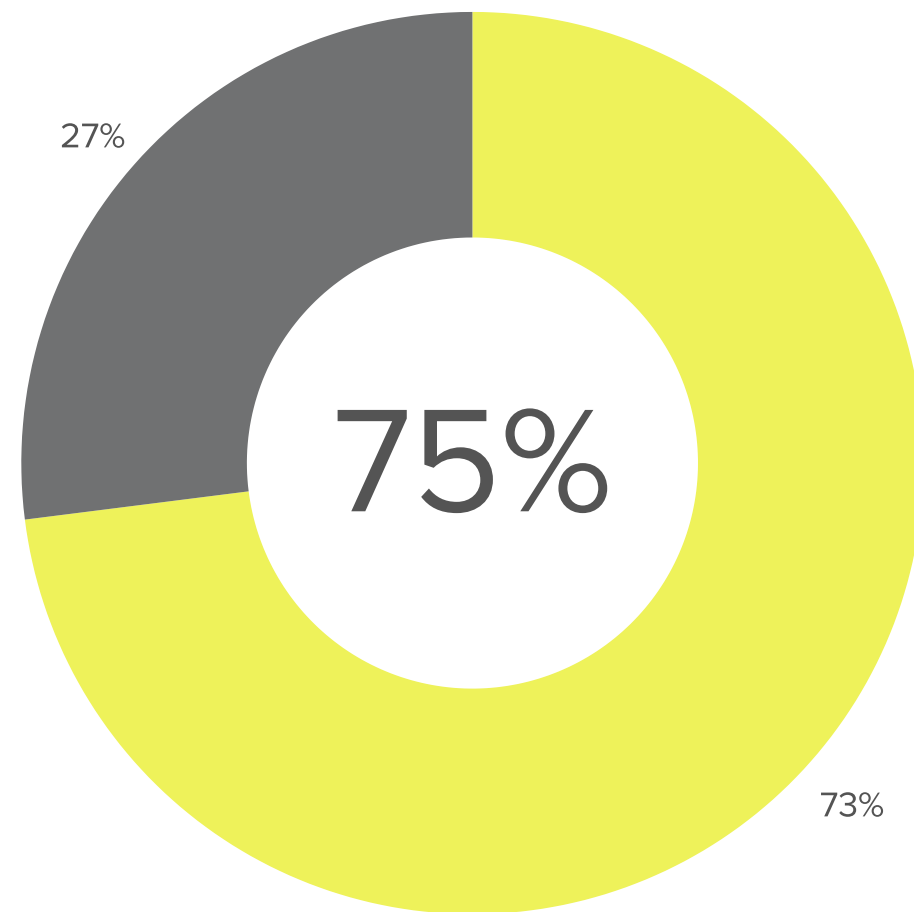


Completion for all courses by Subject  
Q1, SY 2026

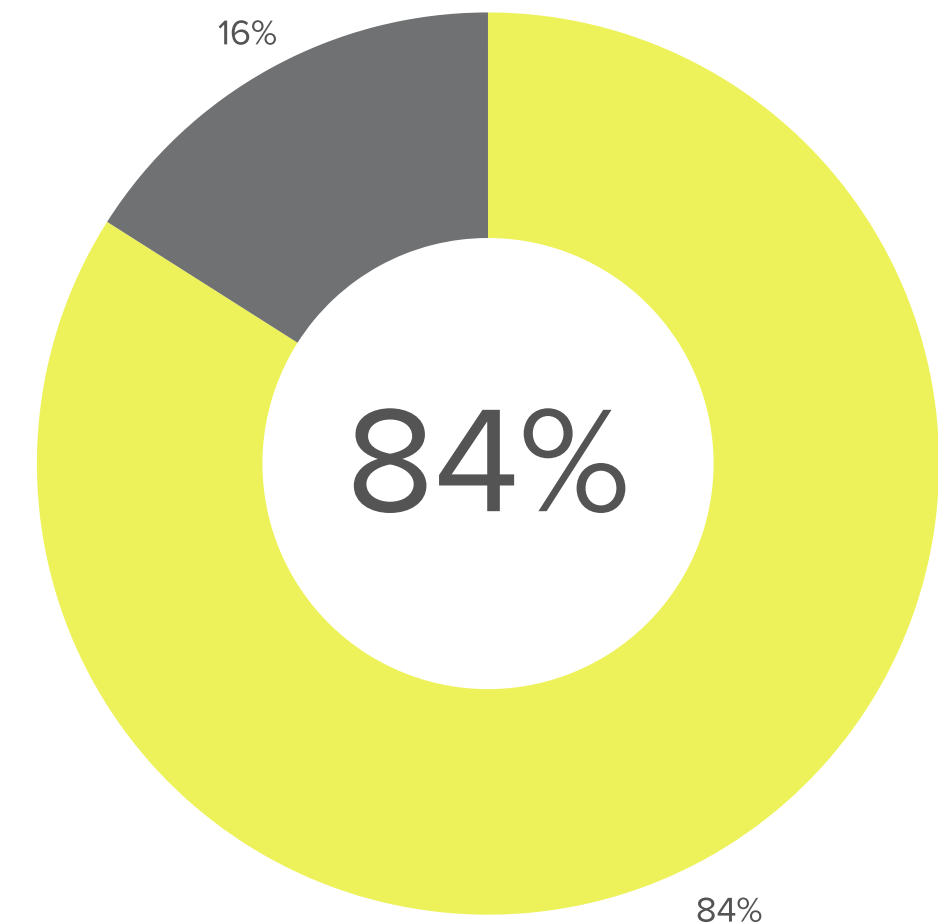
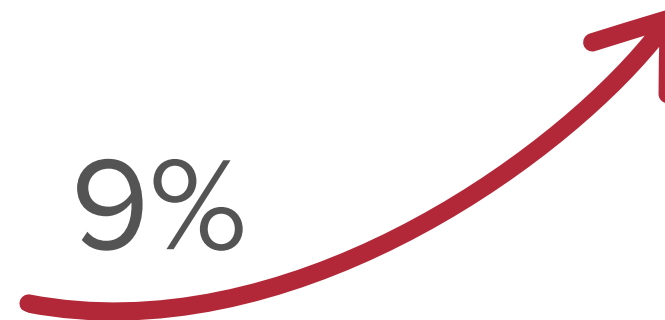




# Q1 Year Over Year



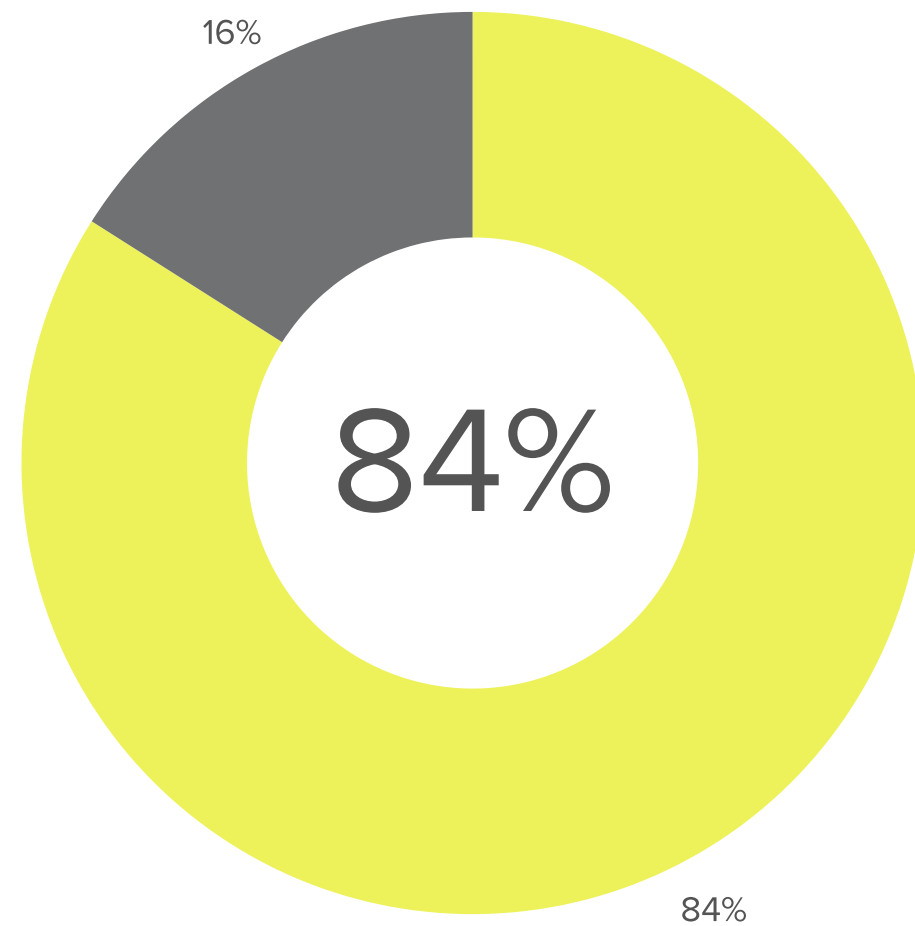
**2025**



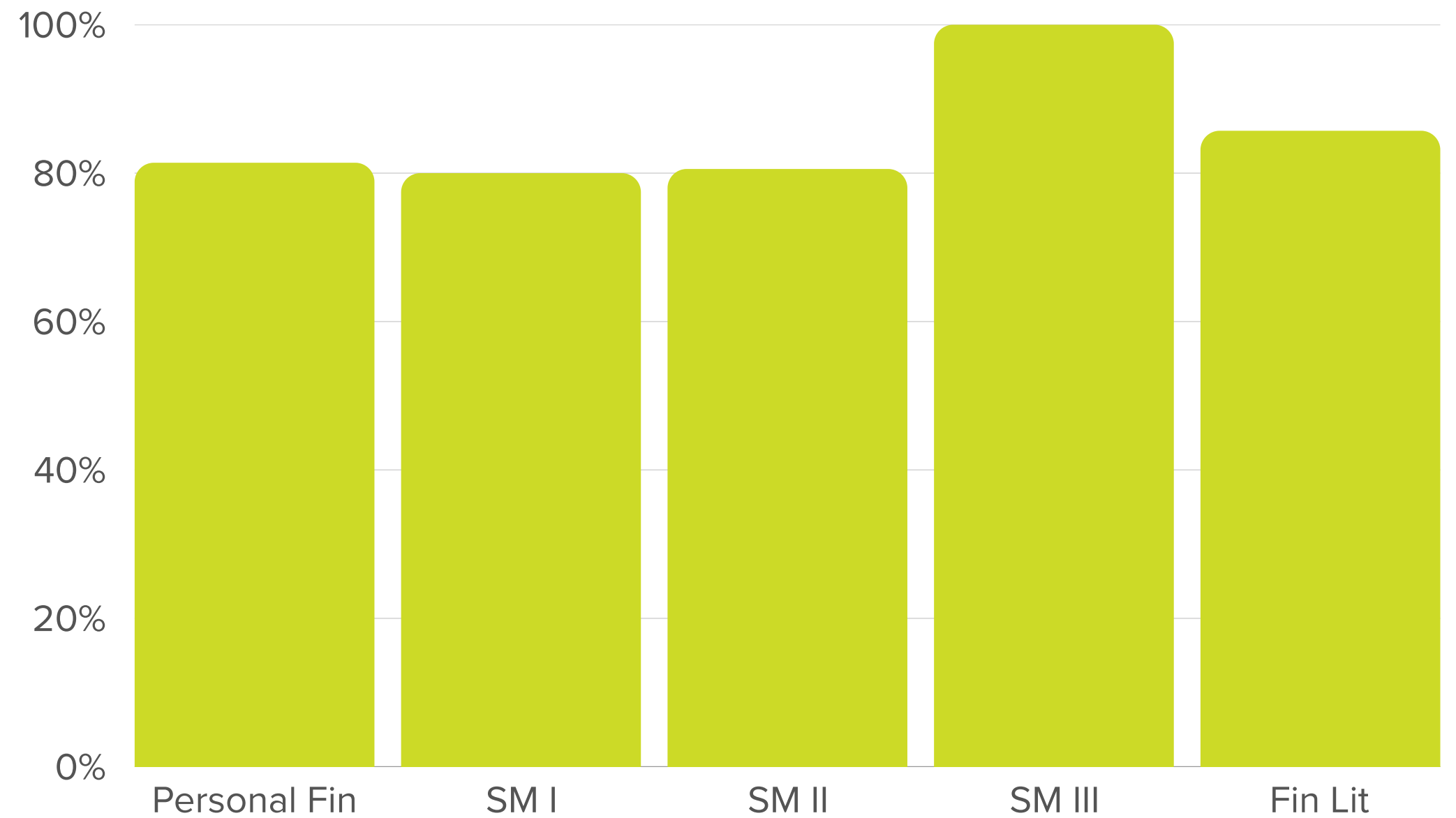
**2026**

Completion for all courses Q1

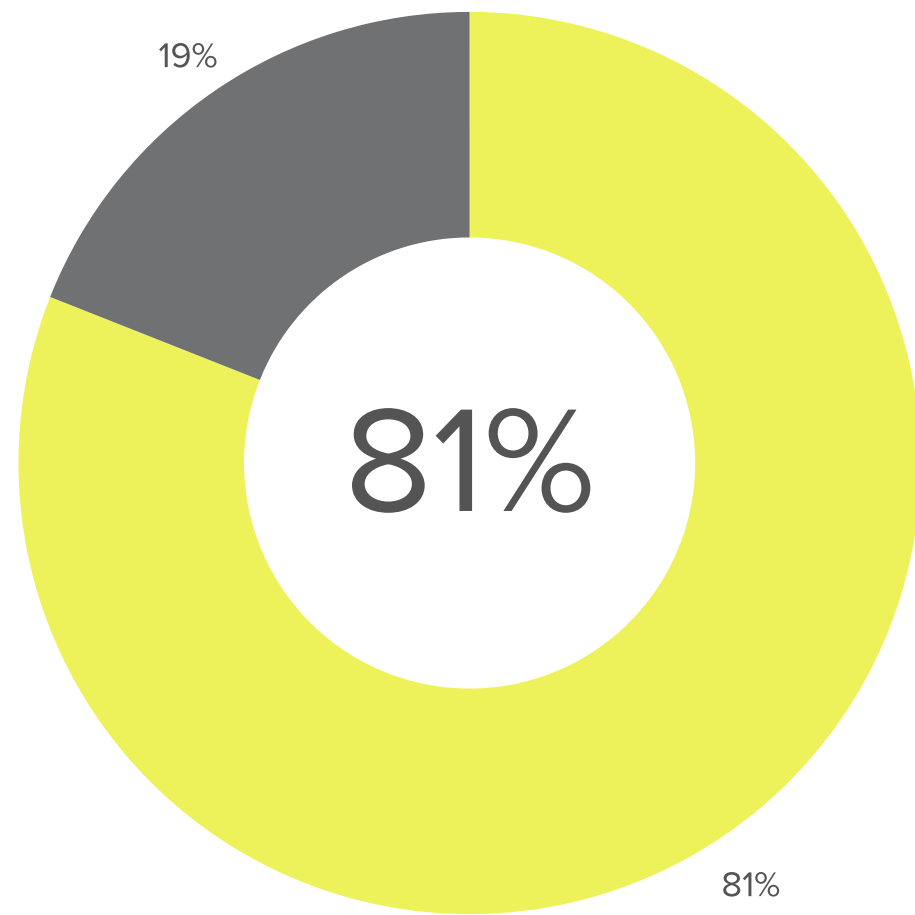
# Q1 Math



Completion for Math Course  
Q1, SY 2026



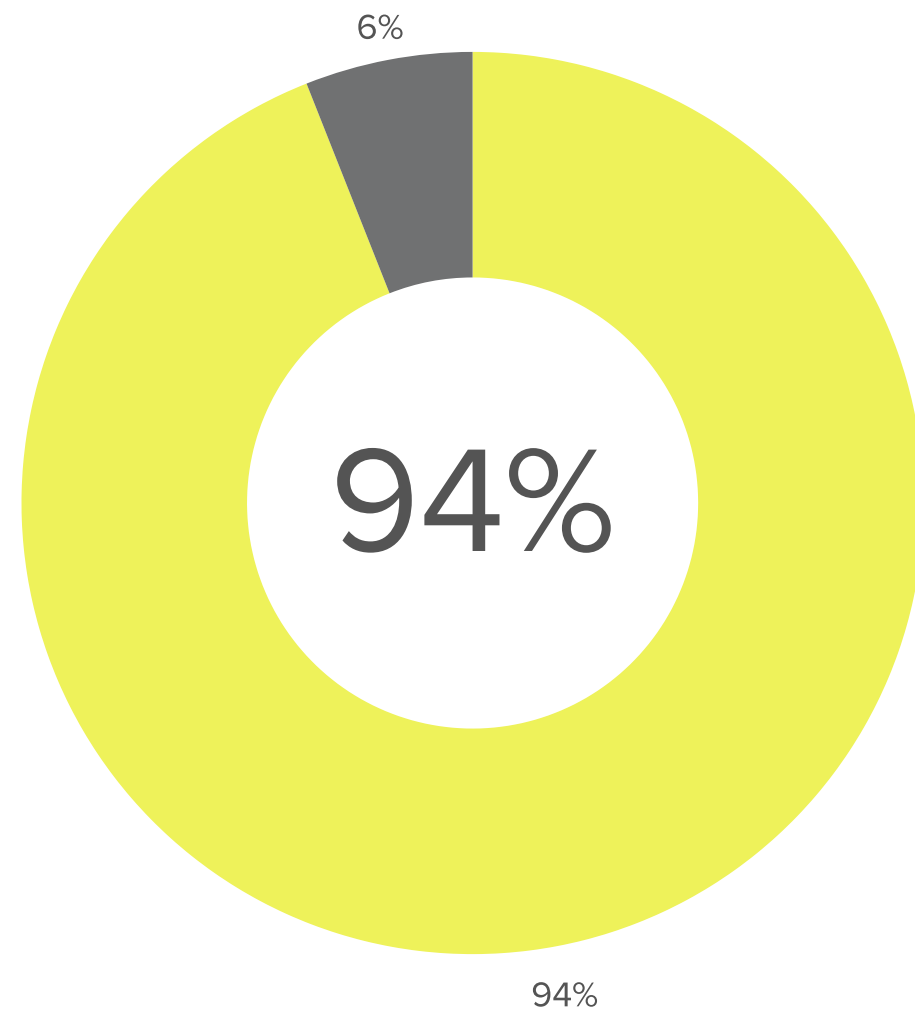
# Q1 Science



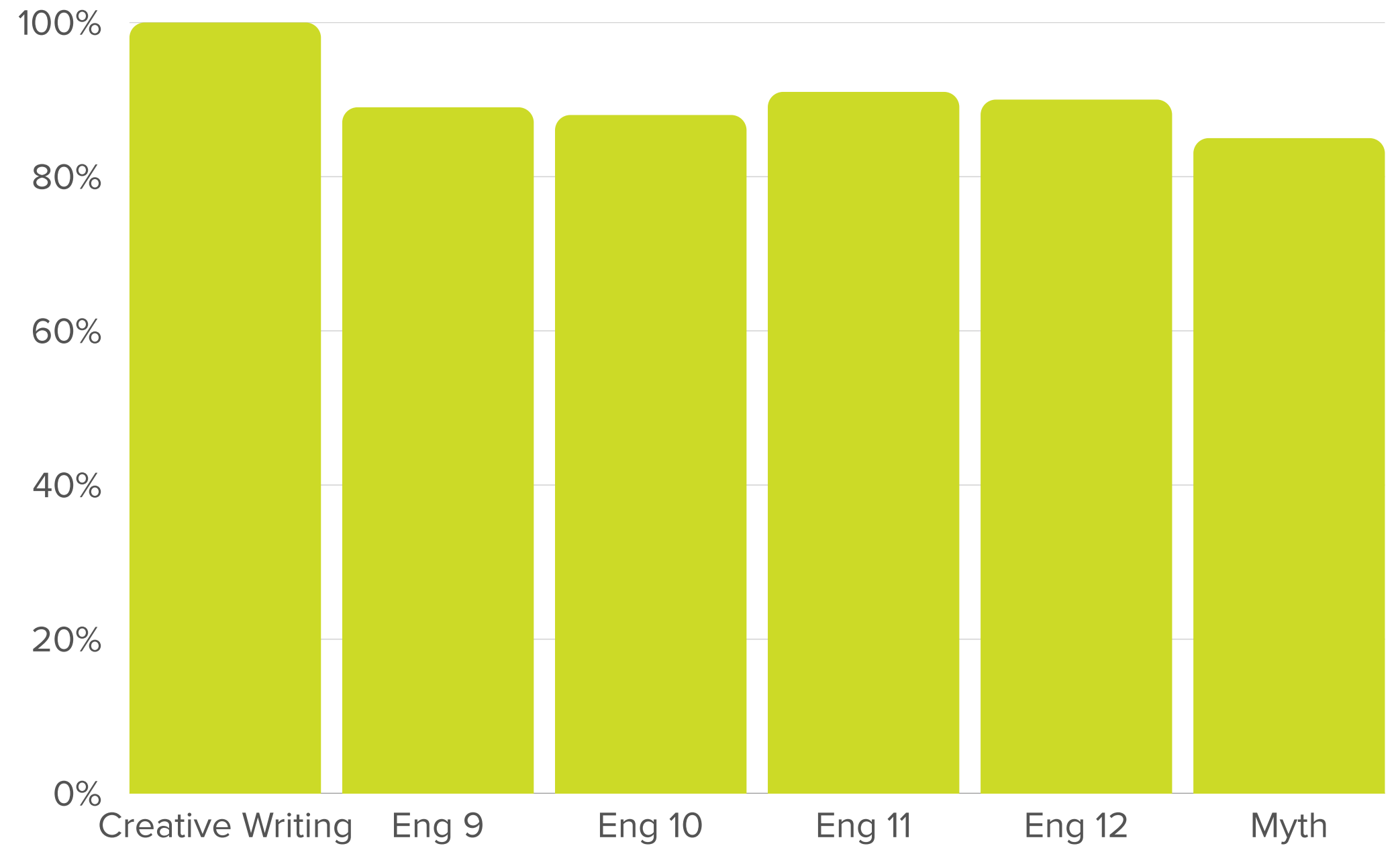
Completion for Science by course  
Q1, SY 2026



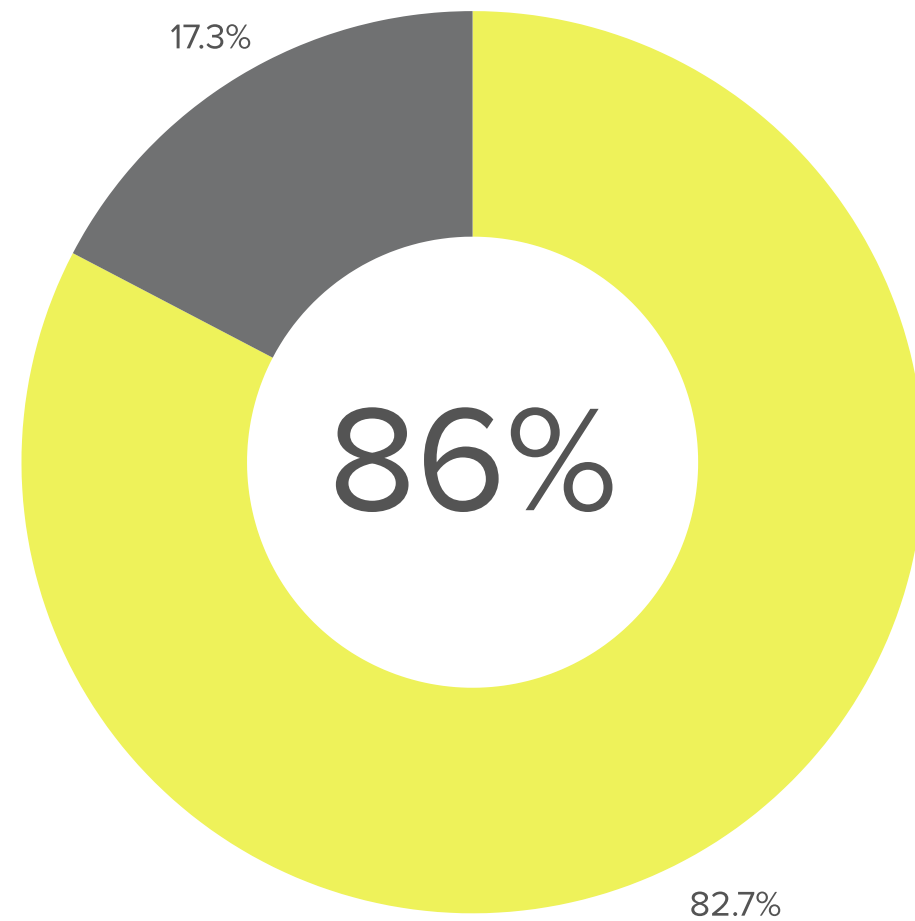
# Q1 English



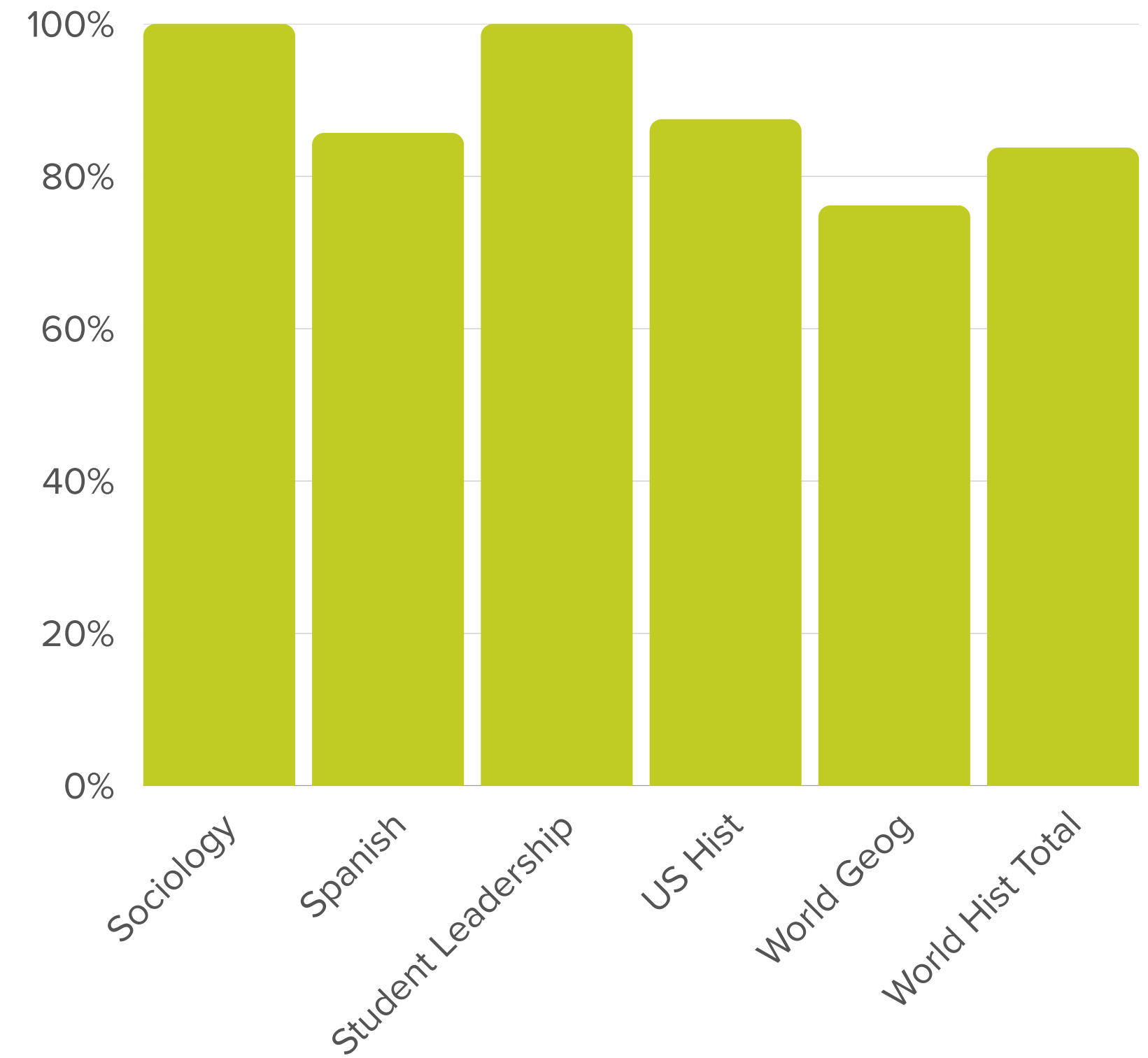
Completion for English by Course  
Q1, SY 2026



# Q1 Social Studies



Completion for Social Studies  
by Course  
Q1, SY 2026



# Board Goals



90%

88%

85%

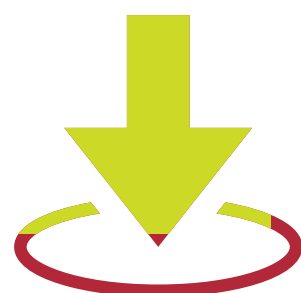
67%

148

9% increase

up \_%/week

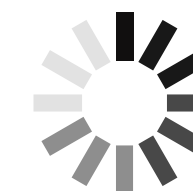
pending



Q1 84%



71%



139

End of Year  
Course  
Completion

Grad Rate =  
StateAverage

85% of  
11<sup>th</sup> & 12<sup>th</sup>  
graders  
enrolled in  
DTC programs  
by February 1st

67% of students  
maintain  
adequate  
progress of  
70% in Davis  
Tech Program

2025-2026  
Enrollment

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# Calendar

November 12<sup>th</sup> - 21<sup>st</sup> - Teensgiving fundraiser for Teen Center

November 20<sup>th</sup> - Parent Teacher Conferences

November 20<sup>th</sup> - Zupa's fundraiser

November 21<sup>st</sup> - Family Thanksgiving Donation Activity

November 26<sup>th</sup> - 28th - Thanksgiving Break

December 12<sup>th</sup> - Holiday Helpers Store

December 19<sup>th</sup> - End of 1<sup>st</sup> Semester



## **POLICY SUMMARIES**

### **Amending Paid Parental and Postpartum Recovery Leave Policy**

*This policy is being revised to clarify that the two paid leave periods are each up to 15 contract days as opposed to 3 calendar weeks. The revisions also clarify that the maximum amount of leave under each paid leave period is 15 contract days and that any non-contract days occurring during a leave period will not count toward the three-calendar week leave period.*

### **Amending Instructional Materials Policy**

HB 21 from the 2025 legislative session renumbered various parts of the criminal code, including the definitions of “objective sensitive material” and “subjective sensitive material.” Those definitions are included in the school’s Instructional Materials Policy and the USBE has asked schools to update their policies with the correct/updated code citations. The proposed revisions to the policy include only the updated code citations. No other changes have been made to the policy.



**Utah Career Path High  
Statement of Financial Position  
As of October 31, 2025**

	<b>Period Ending 10/31/2025</b>	<b>Period Ending 10/31/2024</b>
	<b>Actual</b>	<b>Actual</b>
<b>Assets &amp; Other Debits</b>		
Current Assets		
Operating Cash		
Cash		
8111-09i-001 - UCP ZB Opr	\$ 233,948	\$ 260,039
8112-09I-001 - UCP ZB Petty Cash	468	2,672
Total Cash	234,416	262,711
Investments		
8120-09I-001 - UCPH - PTIF	1,961,607	2,134,892
Total Investments	1,961,607	2,134,892
Operating Cash	2,196,023	2,397,603
Accounts Receivables	2,616	2,779
Total Current Assets	2,198,639	2,400,382
Net Assets		
Fixed Assets	851,768	851,768
Depreciation	(594,116)	(423,904)
Total Net Assets	257,652	427,864
<b>Total Assets &amp; Other Debits</b>	<b>\$ 2,456,291</b>	<b>\$ 2,828,246</b>
<b>Liabilities &amp; Fund Equity</b>		
Current Liabilities	\$ 14,107	\$ 62,233
Long-Term Liabilities	211,176	379,939
Fund Balance	2,101,826	2,257,459
Net Income	129,182	128,615
<b>Total Liabilities &amp; Fund Equity</b>	<b>\$ 2,456,291</b>	<b>\$ 2,828,246</b>

# Utah Career Path High

## Statement of Activities

### 7/1/2025 - 10/31/2025

	Annual 6/30/2026 Budget	Year-to-Date 10/31/2025 Actual	% of Budget
<b>Net Income</b>			
<b>Income</b>			
Revenue From Local Sources	\$ 104,365	\$ 40,944	39.2 %
Revenue From State Sources	2,293,347	755,943	33.0 %
Revenue From Federal Sources	38,970	-	0.0 %
Revenue from Other Sources			
6050 - Budget from Surplus	210,198	-	0.0 %
<b>Total Revenue from Other Sources</b>	<b>210,198</b>	<b>-</b>	<b>0.0 %</b>
<b>Total Income</b>	<b>2,646,880</b>	<b>796,887</b>	<b>30.1 %</b>
<b>Expenses</b>			
<b>Instruction/Salaries</b>			
0121 - Salaries - Principals and Assistants	272,700	76,625	28.1 %
0131 - Salaries - Teachers	1,056,871	195,726	18.5 %
0142 - Salaries - Guidance Personnel	92,275	22,419	24.3 %
0151 - Salaries - Professional Office Personnel	-	8,220	0.0 %
0152 - Salaries - Secretarial and Clerical Personnel	74,999	22,005	29.3 %
0161 - Salaries - Teacher Aides and Para-Professionals	82,432	17,286	21.0 %
<b>Total Instruction/Salaries</b>	<b>1,579,277</b>	<b>342,281</b>	<b>21.7 %</b>
<b>Employee Benefits</b>			
0220 - Social Security	135,105	28,869	21.4 %
0230 - Local Retirement	30,326	8,572	28.3 %
0240 - Group Insurance	8,412	1,737	20.6 %
0270 - Industrial Insurance	4,400	1,145	26.0 %
0280 - Unemployment Insurance	31,287	3,445	11.0 %
0290 - Other Employee Benefits	178,500	38,754	21.7 %
<b>Total Employee Benefits</b>	<b>388,030</b>	<b>82,522</b>	<b>21.3 %</b>
<b>Purchased Prof &amp; Tech Serv</b>			
0320 - Professional - Educational Services	58,255	1,538	2.6 %
0330 - Professional Employee Training and Development	47,450	12,373	26.1 %
0340 - Other Professional Services	9,594	8,439	88.0 %
0345 - Business Services	91,875	40,435	44.0 %
0350 - Technical Services	33,500	13,239	39.5 %
<b>Total Purchased Professional &amp; Technical Services</b>	<b>240,674</b>	<b>76,024</b>	<b>31.6 %</b>
<b>Purchased Property Services</b>			
0410 - Utility Services	2,200	1,209	55.0 %
0423 - Custodial Services	500	-	0.0 %
0430 - Repairs & Maintenance Services	10,200	1,880	18.4 %
0441 - Rental of Land & Buildings	188,000	61,803	32.9 %
0450 - Construction Services	-	11,654	0.0 %
0490 - Other Purchased Property Services	150	-	0.0 %
<b>Total Purchased Property Services</b>	<b>201,050</b>	<b>76,546</b>	<b>38.1 %</b>

**Utah Career Path High**  
**Statement of Activities (Continued)**  
**7/1/2025 - 10/31/2025**

	Annual 6/30/2026	Year-to-Date 10/31/2025	
	Budget	Actual	% of Budget
<b>Other Purchased Services</b>			
0513 - Student Transportation Services - Commercial	3,000	-	0.0 %
0518 - Student Day Trips/Field Trips (includes Admission Cr	1,000	-	0.0 %
0521 - Property Insurance	800	-	0.0 %
0522 - Liability Insurance	3,320	2,740	82.5 %
0530 - Communication (Telephone & Other)	9,700	4,163	42.9 %
0540 - Advertising	70,000	6,055	8.6 %
0561 - Student Tuition to other LEAs In State	4,000	1,690	42.3 %
0580 - Travel/Per Diem	10,000	2,624	26.2 %
<b>Total Other Purchased Services</b>	<b>101,820</b>	<b>17,272</b>	<b>17.0 %</b>
<b>Supplies &amp; Materials</b>			
0610 - General Supplies	60,928	25,871	42.5 %
0610-001 - Furniture and Fixtures (not capitalized)	300	-	0.0 %
0610-002 - Other Food Purchases	10,000	3,073	30.7 %
0621 - Natural Gas	1,000	-	0.0 %
0622 - Electricity	2,250	-	0.0 %
0641 - Textbooks	-	304	0.0 %
0650 - Supplies - Technology Related	5,586	2,709	48.5 %
0670 - Software	34,465	9,527	27.6 %
0680 - Maintenance Supplies and Materials	500	-	0.0 %
<b>Total Supplies &amp; Materials</b>	<b>115,029</b>	<b>41,484</b>	<b>36.1 %</b>
<b>Property</b>			
0730 - Equipment	-	23,938	0.0 %
<b>Total Property</b>	<b>-</b>	<b>23,938</b>	<b>0.0 %</b>
<b>Debt Services &amp; Miscellaneous</b>			
0810 - Dues and Fees	21,000	7,638	36.4 %
<b>Total Debt Services &amp; Miscellaneous</b>	<b>21,000</b>	<b>7,638</b>	<b>36.4 %</b>
<b>Total Expenses</b>	<b>2,646,880</b>	<b>667,705</b>	<b>25.2 %</b>
<b>Total Net Income</b>	<b>\$ -</b>	<b>\$ 129,182</b>	<b>0.0 %</b>