



Regular Meeting - Oct 14 2025 Minutes

Tuesday, October 14, 2025 at 4:00 PM

Park City School District Offices

Page

1. Call to Order/Pledge of Allegiance

1.1 Call to Order

Board President Reed called the meeting to order at 4:00 p.m.

1.2 Pledge of Allegiance

2. Discussion

2.1 October 1 Enrollment Information


9 - 19

Business Administrator, Randy Upton, provided the October 1 enrollment information. The District had 200 more graduates than new kindergarten students; therefore, are down 68 students overall. The current number of students districtwide is 4049. Projections for the next few years: (26-27) 4046, (27-28) 4020, (28-29) 4012, (29-30) 4010, and (30-31) 4017 students. [Report](#)

2.2 Calendar Survey Results

20 - 28

Superintendent Huntsman provided an overview of the calendar survey results. A survey has not been provided to the public since 2019. The survey generated 2087 responses, with 769 comments. Three options were provided on the survey. Based on feedback, the district will not be changing Friday early out or the week-long February break. Parents and employees seem to prefer Option 1, which is similar to the current calendar with a couple of adjustments. In talking to

the committee, there is the option of refining Option 1 and Option 3 and resending the survey, or simply refining Option 1 and bringing it back to the Board for approval. It was the consensus that Option 1 will be refined and brought back to the Board in November, along with a 3-year calendar for Board approval. [Survey Results](#) 

2.3 Student Achievement Report

29 - 42

Superintendent Huntsman shared data from 24/25 regarding student achievement and the Strategic Plan. 2023-2028 current plan:

80% of English Learners/Multilingual Learners (ELL/MLL)

Students reach language proficiency within 5 years. We

had the highest average of students meeting their MLL goals last year. 2028 Goal: 80% (Proficiency)

New 2028 Goal: 80% (Progress)

A major concern is that there are students who have been in the district from K-12 and have still not exited WIDA. This has to change. Board Member Hill said that we need to do something that integrates this population with all student groups, as this helps with the language barrier. Can we look at the kids who have exited and what the difference is between those students who are exiting as expected? Member Goldberg asked if there is a possibility of adding goals and shifting to a whole child approach.

90% of 3rd grade students will reach or exceed benchmark in reading, as measured by the Reading Assessment. We

continue to increase every year in this area. We have the highest level of 3 graders reading on grade level in the entire state of Utah.

90% of 8th grade students reach proficiency in math, as

measured by RISE. Board Member Britton is concerned that this goal is rather high. Member Goldberg said this may set students up for failure. The Superintendent said we are working with what we inherited, but we are concentrating on growth.

75% of PCSD graduates will meet ACT college and career benchmarks for English and Reading. We are focusing on the 11th-grade universal ACT. 85% of our 11th graders had a compsite of 18+.

Park City High School’s graduation rate will be 100%. The percentage will be released in the next month due to late graduates who can be counted up until October 1. 97% average for 2023-2024.

[Report](#) 

3. Consent Agenda

Member Hill made a motion to approve the Consent Agenda as presented.

Moved by: Nick Hill


Seconded by: Susan Goldberg

Carried



- 3.1







Regular Session Minutes of September 16, 2025
- 3.2

Check Registers of September 2025

[Check Registers](#) 

Board Revenue and Expenditures of September 2025

[Revenues](#)  [Expenditures](#) 

[Travel Request](#)  [Travel Request](#)  [Travel Request](#)  [Travel Request](#)  [Travel Request](#)  [Travel Request](#) 

Personnel

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Classified

Hires

Name	Location	Position	FTE
Erica Snyder	JRES	After School Coordinator	.70

43 - 73

Shannon Akin	JRES	After School Coordinator	.70
Audrey Wilson	JRES	After School Assistant	.487 5
Landon Simmons	JRES	ETS	1.0
Carla Bello	TSES	Instructional Assistant - Preschool	.875
Brenda Poore	JRES	After School Assistant	.487 5
Aidan Johnson	TRANSP	Bus Driver	.75

4. Public Comment 5:00 PM

4.1 Guidelines for Public Comment

The Board of Education wants to hear live input from community members at our meetings. In order to respect and preserve the time allotted to each presenter on the agenda, each speaker will be limited to three (3) minutes. Speakers representing a group will be limited to five (5) minutes.

The Board of Education expects that all public comments will be polite, respectful, and accurate. Please refrain from specifically identifying personnel. Personnel issues are not appropriate for public comments; therefore, such comments will not be allowed.

Elizabeth Gordon-ELL students, it might be worth exploring the idea of buddies. At JRES, they pair a 1st and 5th grade student as reading buddies, and it is very successful. Regarding the calendar survey, why the shift from March to April with the break on the calendar?

Carolyn Gallagher-Calendar Survey-Can there be fixed Red

and White days? It would make it easier for families. One concern she has witnessed for ELL students was that during a presentation at one of the schools, ELL students did not have to present or complete the assignment.

5. Monthly Reports

This time has been set aside for employee group reports.

5.1 Student on the Board Report

Lila Owens-Student on the Board provided an overview of activities. Homecoming dance had a great turnout. Halloween week is coming up, and fun spirit days. Student Council has been asked to send a representative to sit on the PC Library Board. Volleyball tonight honoring seniors. Next class meeting will be October 22. Members Britton and Goldberg will attend the meeting along with Superintendent Huntsman.

5.2 Employee Group Reports

PCEA Co-Present-Kristen Hall presented her monthly report. On behalf of the Park City Education Association, we want to thank the Board for your recent message to educators and staff. Your acknowledgment of the challenges educators face—and your commitment to keeping our schools safe, supportive, and respectful—was deeply appreciated by our members. It reminded us that we are part of a district that values people first and stands up for kindness, inclusion, and professionalism.

Every day, Park City teachers and staff work hard to make our schools places where students can thrive—academically, socially, and emotionally. The success our students achieve, is a direct result of their professionalism and commitment to doing what's best for students. Educators are the foundation of the district's success.

The Association would also like to express strong support for the new Recording of Meetings or Interactions policy. We appreciate the district's forward-thinking approach in protecting the privacy and integrity of all participants in school-related conversations. Requiring consent before any recording takes place helps build trust, encourages open

communication, and safeguards the respectful dialogue that makes collaboration possible. This policy demonstrates a shared commitment to transparency, professionalism, and mutual respect among staff, students, and families.


We also want to thank Superintendent Lyndsay Huntsman for her open communication and collaborative spirit. We value her partnership with the Association and her willingness to engage with educators on important topics, such as the development of next year’s calendar. Her leadership and transparency help create a culture where staff feel heard and supported.

As educators, we’re proud to work in a district where leadership, staff, and community share the same goal—to keep Park City schools safe, supportive, and inspiring places for every student to learn and grow.

6. **Decision**

- 6.1

Park City Education Foundation MOU

Ingrid Whitley reviewed the changes in the Memorandum of Understanding (MOU) and answered questions. The most substantive change was an increase in the monetary amount that the district will allocate to PCEF, with an increase of 4% for every year of the MOU. The foundation currently has eight employees. Ingrid said that reviewing this document is wise to make sure that everyone is on the same page. Superintendent Huntsmans said that she feels that the partnership is stronger than ever. [MOU](#) 

Member Hill made a motion to approve the MOU. Member Britton seconded the motion.

Moved by: Nick Hill
Seconded by: Kathleen Britton

74 - 81
- 74 - 81
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- Carried**

7. **Policies for Posting**

- 7.1

The following policies have been reviewed by the Policy Committee, and they are now before the Board for posting.

82 - 87

Policy 7096 LEA Specific Licenses

[7096 LEA Specific Licenses](#) 

Policy 9026 Vending

[9026 Vending](#) 

Policy 9027 Child Nutrition Policies

[9027 Child Nutrition Policies and Procedures](#) 

Member Hill made a motion to post the policies as presented. Member Britton seconded the motion. Member Hill asked for clarification. Member Britton is concerned about bringing vending machines back into the school now, as they have been gone for a number of years. Randy said he believes the purpose is for when there are activities at night. The superintendent said there is no specific place to sell snacks at the high school. Member Hill asked if we can have some control over what is in the vending machine to make sure it is healthy snacks. Member Gallagher has an issue with selling unhealthy snacks to make money. Healthy options need to be available. Superintendent Huntsman said she is hearing that it is not the issue of vending, it is about what is in the machine. Lila was asked if the Student Council would be interested in selling healthy snacks. Policy 9026 will be sent back to the Policy Committee.

82 - 87

Member Hill made a motion to post policy 7096 LEA Specific Licenses and Policy 9027 Child Nutrition Policies.

Moved by: Nick Hill

Seconded by: Kathleen Britton

Carried

8. Policies for Adoption

- 8.1 The following policies have been posted for the required 20 days and are now before the Board for adoption.

88 - 109

Policy 1007 Environmental Regulation Plan

[1007 Environmental Regulation Plan](#) 

Policy 3010 Bullying, Cyber-Bullying

[3013 Bullying, Cyberbullying, Harassment, Hazing, Discrimination and Retaliation\(EN\)](#) 

Policy 3014 Recording of Meetings

[3014 Recording of Meetings or Interactions](#) 

Policy 5005 Building Access and Security

[5005 Building Access and Security](#) 

Policy 9065 Volunteers in the Schools

[9065 Volunteers in the Schools](#) 

Member Hill made a motion to adopt the policies as presented.

88 - 109

Moved by: Nick Hill

Seconded by: Kathleen Britton

Carried

9. Adjourn

Member Hill made a motion to adjourn.

Moved by: Nick Hill

Seconded by: Kathleen Britton

Motion Carries

Meeting adjourned at 5:50 p.m.

10. Video Recording of the Meeting

Meredith Reed

Board President