

Board of Education Regular Meeting Monday, November 10, 2025 at 6:00 PM

1. INTRODUCTORY ITEMS - 6:00 PM

President Weller welcomed everyone and called the meeting to order at 6:00 PM.

A. Roll Call of Board Members:

President Weller conducted roll call of the board.

- B. Guests
  - 1. Superintendent Maughan
  - 2. Business Administrator Robinson
  - 3. Board Assistant McMillan
  - 4. Student Board Member Goecke
  - 5. Student Board Member Nuñez
  - 6. Lisa Flinders
  - 7. Wes Blazzard
  - 8. Jennifer Burr
  - 9. Kena Rydalch
  - 10.Stephanie Clegg
- C. Pledge of Allegiance

Superintendent Maughan led the Pledge of Allegiance.

D. Vision Statement and Mission Statement

Board Member Eckert reviewed the Vision and Mission Statements.

Vision Statement:

South Summit School District - valuing individuals and preparing them for success.

#### Mission Statement:

We support, empower, and inspire individuals to promote and achieve academic and character excellence.

- 2. PUBLIC INPUT
- 3. DISTRICT UPDATES
  - A. Student / Department Spotlight
    - 1. Senior Dinner
      - a. SSHS Keaton Anderson (not present) President, Tera Ames Advisor, Ellery Snegirev Activities Chair, Megan Miner Secretary, Sydnee Maxfield Vice President, Kylee Schweitzer Communications Chair. The dinner for SSHS is May 20, 2026, at the Red Barn in Oakley. They are planning on feeding 165 people at the dinner. Board Member Woolstenhulme asked the students what option they would prefer. The students responded that they prefer Olive Garden.
        - i. Cafe Rio: \$2,724.15 = \$16.52 per person
        - ii. Olive Garden: \$2,422.50 = \$14.69 per person
        - iii. Chipotle: \$2,136.75 = \$12.96 per person
      - b. SSA Connor Goecke: Silver Summit is planning on feeding 15-25 people at their dinner. If parents are invited, the number would double with parents expected to pay for their own meals. Business Administration Robinson reminded Student Board Member Goecke that the per diem that is approved is around \$26.00 per person. He suggested that if student Board Member Goecke wants to spend more on the dinner, he could ask Principal Greiner to cover the difference out of his budget.
        - i. Lush's BBQ = \$26.00-\$30.00 per person + \$50.00 delivery fee

- ii. The Shed = \$30.00 \$35.00 per person. The restaurant would waive the room rental fee.
- iii. Meg's Timberline Cafe = \$30.00 per person + \$50.00 delivery fee
- 2. Student Board Member Update:
  - a. Samantha Nuñez:
    - i. The FCCLA Club sold cinnamon rolls during the previous week to raise money for the Sadie Hawkins Dance. They raised around \$300 to cover the decorations for the dance. The dance is on November 22 and will be in the small gym at the high school.
  - b. Connor Goecke
    - i. Silver Summit has the accreditation focus group on November 20.
    - ii. The schools are getting ready for the Veteran's Day Celebration

#### B. Director Reports

- 1. Transportation Update Jennifer Burr
  - a. The Transportation Department is fully staffed
  - b. There are 3 new substitute drivers and 1 new full-time driver.
  - c. Ridership: ridership is down from last year.
  - d. There are currently 28 bus routes.
  - e. The BusRight Software helps drivers, substitutes, and parents. Only parents that have emails registered with the district can login to the software.
  - f. All the drills and training have been completed.
  - g. She can ride along with drivers and conduct skills assessments.
  - h. Goals: Ongoing driver training, fleet maintenance schedule, increase driver retention.

### Transportation Department Update.pptx @

### C. Superintendent Items

- 1. AI Policy: The Superintendent is drafting an AI Policy. He's asked the principals to take the policy to their School Community Council's to review the draft and come back with suggestions. The policy should be on the agenda for the December Meeting.
- D. Business Administrator Items

Class Size Analysis

South Summit Elem	Students	Teachers	Teacher Ratio
Kindergarten	87	4	22
1st Grade	81	4	20
2nd Grade	85	4	21
3rd Grade	90	5	18
4th Grade	104	5	21
Other Teachers/Staff	1 PE	3 SPED	1.55 Counselors
Silver Summit Elem	Students	Teachers	Teacher Ratio
K-1st Grade	10	1	10
2nd-3rd Grade	14	1	14

4th -5th Grade	17	1	17
Other Teacher/Staff	.5 SPED		
South Summit Middle	Students	Teachers	Teacher Ratio
5th Grade	90	4	22.5
6th Grade	105	5	21
7th-8th Grade	240	11.14	21.54
Other Teachers/staff	2.5 SPED	1.5 Coach/DT L	1.45 Counselor
South Summit High	Students	Teachers	Teacher Ratio
9th-12th Grade	519	21.7	23.92
Other Teachers/Staff	2.5 SPED	3.8 CTE Funded by State Funds	2 Counselors 1 Coach
Silver Summit Academy	Students	Teachers	Teacher Ratio
6th-12th Grade	74	8.28	8.94
Other Teachers/Staff	.5 SPED	1 Counselor	.5 CTE

1. Legislative Educator Support Professional Bonus for School-Based Employees

The State Legislature allocated a \$1,000 bonus for all school-based classified employees, including transportation staff. The district received \$98,324 in the October allotment for this purpose. It is recommended that this bonus be paid out with the November payroll. (Note: This allocation does not include the classified district office staff.)

- 2. Assessment Project Summer Cohort Stipend It is recommended that the stipend for participants in the Summer Cohort of the Assessment Project be paid out with the November payroll.
- E. Master Planning Update FY26-27 Facility Capital Improvement Recommendations
  - Background and Context: The South Summit School District master plan is a compilation of data used to provide a dynamic long-term plan to guide future growth and long term sustainability of the district's property, facilities, and delivery of education. <u>SG 2 Develop and Implement an</u>

Effective Learning Environment and Instructional Program & SG5: Create and sustain safe, high-quality, and innovative learning spaces that foster

student success & community engagement. @

- 2. See Enclosed Recommendations:
- 3. Wes Blazzard presented: Mr. Blazzard explained that the items in green are from the FCA Reports from 2023

a. SSHS: Remodeling in the Locker Rooms, and between the Art Room and the SPED Room to make more room for restroom needs in the SPED Room. There is a big list for sports facility needs that would fall under the Rural Schools Sports Facility Grant if the district received it.

2026-27 Facilities Priorties List 10-10-2025.pdf @

- 4. Procedural Update:
  - 1. 2nd Review

    - b. Procedure 6024-B Health Requirements and Services @
    - c. Procedure 6061-A Participation in Extracurricular Activities @
- 5. RECESS: None
- ACTION ITEMS:
  - A. Consent Agenda
    - Meeting Minutes
      - a. Oct 13 2025 Meeting Minutes @
    - 2. Financial and Payment Reports
      - a. October 2025 Check Summary

OCT2025 CHECKS - PUBLIC VIEW.pdf @

b. October 2025 Revenue Report

OCT2025 REVENUE.pdf @

- c. October 2025 Expenditure Report OCT2025 EXPENSE.pdf Ø
- 3. New Hires
  - a. SSAFC Hires
    - i. Skylar Stowell
    - ii. Parker Jacobs
    - iii. Easton Gordan
    - iv. Colette Prevot
  - b. Substitute Teachers
    - i. Sierra Lewis
  - c. Reassignments
- 4. Volunteers
- Travel Requests
   a. Midwest Band Clinic Chicago, IL
  - b. Denver Stock Show Denver, CO

8213346 - Denver Stock Show - Denver, CO.pdf @

- 6. Policies for 2nd Reading
  - a. 3059 Reporting Violations of Statute and Board Rule @

Motion to approve the October 13, 2025 meeting minutes; the October 2025 financial and payment reports; the New Hires to include the SSAFC new hires and the substitute teacher; the reassignments; the volunteers with approved background checks; the travel requests; and the policies for 2nd reading.

Moved by: Lynda Whitmore Seconded by: Dan Eckert

FOR:

Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and

Wade Woolstenhulme

Motion Carried 5-0

- B. Facilities Master Plan Feasibility Study
  - Background: South Summit School District (SSSD) is requesting proposals from qualified architect-engineer firms to conduct a

comprehensive Facilities Master Plan Feasibility Study. The purpose of this study is to evaluate and guide the District's long-term capital planning efforts. The planning effort will address needs for a new elementary school, transportation facility relocation, athletic facility upgrades, and future secondary school feasibility. Work will be organized into three phases (Phase I: 3–5 years, Phase II: 5–15 years, and Phase III: 15–20 years.

- a. Brian Parker and Scott Later (architects) from MHTN were present to discuss the plan with the board.
  - i. Board President Weller asked the architects what the most challenging part of the project is in their opinion.
  - ii. Business Administrator Robinson suggested the board schedule a work session to meet with the architects to collaborate.
- b. Board Member Woolstenhulme asked if they made sure to help communicate the plan for the future with the community

c. An RFP was issued and an evaluation was completed with the following results:

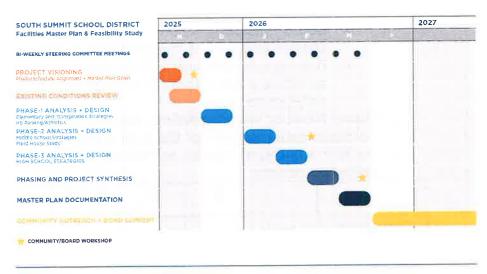
following results:						
		Α	В	MHTN	С	D
Evaluation Criteria	Possible Points	Scoring	Scoring	Scoring	Scoring	Scoring
Responsivene ss and Completeness of Statement	15	15	15	15	15	5
Firm History, Experience, and Capabilities	90	71	79	83	75	40
Employee Experience and Qualifications	75	62	64	73	62	35
Project Experience	60	54	56	56	51	30
References	30	29	29	29	29	13
Project and Cost Management	30	29	23	21	29	0
Total:	300	260	266	277	261	123

# Winning Bid Cost:

Phase	SCOPE	Lump Sum Cost
Phase I (3-5) Years	Elementary school, transportation facility relocation, parking/safety, track/field/locker rooms, tennis courts	\$78,500.00
Phase II (5-15 Years)	Grade configuration analysis, middle school replacement/renovation, field house feasibility	\$53,750

Phase III (15–20 Years)	New secondary school feasibility and site planning	\$64,500	
d <b>t</b>	TOTAL:	\$196,750	

# Optional Timeline:



Recommended Contract: South Summit Master Plan Contract Agreement.pdf @

Motion to approve MHTN to conduct the feasibility study for \$196,750.00

Moved by: Lynda Whitmore Seconded by: Ty Metcalf

FOR:

Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and

Wade Woolstenhulme

Motion Carried 5-0

- C. Policy 2013 Fraud Hotline Policy for 1st Reading
  - 1. Background and Context: Business Administration Robinson explained that the only change was the phone number on this policy.

2013 Fraud Hotline Policy @

Motion to approve Policy 2013 Fraud Hotline Policy for 1st Reading

Moved by: Ty Metcalf Seconded by: Dan Eckert

FOR:

Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and

Wade Woolstenhulme

Motion Carried 5-0

- D. Policy 1010 Board Conduct and Ethics 1st Reading
  - 1. Background and Context: The board asked the Superintendent to draft this policy. Superintendent Maughan worked on the policy with board leadership and the district attorney.
    - a. Board Member Eckert asked where the policy was modeled. Superintendent Maughan responded that it was modeled off of the model policy, best practices, and policies from other districts.
    - b. Board Member Woolstenhulme commented that he has employees come to him with questions and comments. This policy draft states that employees should go to the superintendent first, but what do they do when they don't feel comfortable going to the superintendent. Superintendent Maughan explained that sometimes employees are simply trying to circumvent the chain of command. Section D2.

- c. Board Member Eckert asked for clarification regarding the statement to schedule a visit. Board Member Eckert questioned Item 2 and the need to schedule a visit with the school.
- d. President Weller suggested that the policy be revised and brought back to the December Board Meeting.
- e. Board Member Metcalf asked about Item E2.

### 1010 Board of Education Conduct and Ethics @

No Action was taken. The board will revisit it in December.

- E. Retire Policy 4050- Instructional Resources
  - - a. Board Member Woolstenhulme commented on Procedure 4001-A. He suggested that if a parent has a problem with something that is being presented in a class and brings the concern to the principal, the principal should have the right to pull the book from the curriculum. Superintendent Maughan explained that the procedure has the teachers list all the books they will be teaching in their disclosures at the beginning of the year. Parents can opt their student out of any books they are concerned about.

Motion to retire Policy 4050 Instructional Resources

Moved by: Lynda Whitmore

Seconded by: Wade Woolstenhulme

FOR:

Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and

Wade Woolstenhulme

Motion Carried 5-0

F. FY26-27 Project Approval as Discussed Above

2026-27 Facilities Priorties List 10-10-2025.pdf @

Motion to Approve the FY26-27 Facility Projects with the projected costs. If costs exceed estimated costs those projects will be presented again to the board for approval.

Moved by: Lynda Whitmore Seconded by: Ty Metcalf

FOR:

Dan Eckert, Lynda Whitmore, Matt Weller, Ty Metcalf, and

Wade Woolstenhulme

Motion Carried 5-0

### 7. BOARD ITEMS:

- A. Board Items
  - 1. LEA Governing Board Member Training on Audits (All Board Members) https://www.youtube.com/watch?v=hV8GIUt3aBE&t=1224s
    - a. Reviewed by President Weller reported 10/14/25

MW - Training.pdf @

- b. Reviewed by Board Member Woolstenhulme reported 10/14/25

  WW Training.pdf @
- c. Reviewed by Board Member Eckert reported 10/22/2025

DE Training.pdf @

d. Reviewed by Vice President Whitmore - reported 11/7/2025 <u>LW - Training.pdf</u>

- e. Reviewed by Board Member Metcalf reported 11/7/2025 TM
  - Training.pdf @
- 2. LEA Hotline Training (All Board Members)

https://www.youtube.com/watch?v=gwbqoAHS0rI

- a. Reviewed by President Weller reported 10/14/25
- b. Reviewed by Board Member Woolstenhulme reported 10/14/25
- Reviewed by Board Member Eckert reported 10/22/2025
- d. Reviewed by Vice President Whitmore reported 11/7/2025 LW -

Training.pdf @

e. Reviewed by Board Member Metcalf - reported 11/7/2025 TM

Training.pdf @

- LEA Audit Committee Members Training (required by President Matt Weller only) <a href="https://www.youtube.com/watch?v=KyPNv9g-pNI">https://www.youtube.com/watch?v=KyPNv9g-pNI</a>
  - a. Reviewed by President Weller reported 10/11/25
  - b. Reviewed by Board Member Woolstenhulme reported 10/14/25
- 4. Community member on audit committee: The auditor will come to the board meeting in December and will come to the Audit Committee for training in January. The board asked Business Administrator Robinson to advertise on social media and send a message to parents. Superintendent Maughan suggested that the audit committee select the community member.
- 5. Christmas Lunch:
  - a. Silver Summit: December 12th @ TBD
  - b. SSMS: December 18th @ 11:20 12:30
  - c. SSHS: December 19th @ 12:30
  - d. SSES: December 19th from 11:10-12:30
- The Kamas Valley Community Gala is December 5th at the Montage in Deer Valley. The Foundation approved that the SSSD School Board could attend for free and the plus one would be 1/2 price. RSVP to Superintendent or Board Member Metcalf.
- B. Student Board Member Items
  - 1. Sammie Nuñez:
    - a. 85 students will be taking the ACT on December 13th. SSHS is now a testing center for the ACT so students don't have to travel to Wasatch to take the test. Breakfast will be served to the students taking the ACT that morning.
    - b. There are also ACT Prep Classes all week prior to December 13th.
    - c. Superintendent Maughan commented that in the past the Board has helped cook breakfast for the students prior to the test. He suggested that anyone who would like to help, let me know so he can coordinate with Mrs. Regan.
  - 2. Connor Goecke:
    - a. The SSA National Honor Society will be holding a Thanksgiving Food Drive for the next two weeks.
- 8. MOTION TO ADJOURN:

Meeting adjourned at 7:29 PM

Motion by: Dan Eckert

Board President, Matt Weller

Business Administrator, Adam Robinson