

Emery County School District | Board of Education

MINUTES FOR Wednesday, December 10, 2025

The Wednesday, December 10, 2025 meeting of the Board of Education, held at the 55 East 200 South, Orangeville UT, was called to order at 6:30 pm by James Winn, Vice President.

Members Present:

James Winn, Kenzi Guymon, Neal Peacock, and Todd Huntington

Members Absent:

Royd Hatt

Others Present: Superintendent James Shank, Business Administrator Jackie Allred, Supervisors Yvonne Jensen, JR Jones, and Doug Johnson.

Page

A) WORK SESSION

1. Capital Outlay for 2026 Review
Business Administrator Jackie Allred presented the status of past capital outlay projects and the future projects underway. All of the projects constructed with the bond proceeds have been substantially completed: Bookcliff addition, Ferron Elementary, and Emery High Field Complex and Building.
URM roofing projects for Huntington and Cottonwood elementaries were completed last summer. The remaining funds have been authorized to use for Canyon View's roofing remodel.
The HVAC transition projects for Huntington, Cottonwood, and Cleveland elementaries are in the design phase. A new project for Green River High's athletic tennis court is also in design phase that will have two tennis courts and three pickleball courts.
The financial summary of the bond projects had a remaining \$967,495. However, the arbitrage fee to the IRS is \$644,227 and will need to be paid by the end of the month.
State capital grant funding received for several projects

combined to be almost \$18 million.

2. Bond Arbitrage

Results from calculations by an arbitrage specialist, the 2022 bond issuance series will have \$644,227 tax fee. This comes from a higher interest rate earned vs the applied interest rate to the bond issuance.

3. Strategic Planning

Superintendent Shank reported on the recent planning meetings and committee work for the Strategic Plan. The Focus 2026 suggested goals were Literacy, Math, Science, Graduation Rate, Portrait of a Graduate, Personalized Competency-Based Learning, and Professional Strategic Blue Print. ECSD is at the state average percentage for graduation rates. ECSD's Portrait of a Graduate is scheduled to be implemented starting September 2026. OLAG has given guidance on the Best Practices for Public Education as the first priority to complete and follow a Strategic Plan.

B) REGULAR SESSION

1. Call to Order

James Winn called the meeting to order and acknowledged the loss of a great teacher and community leader, Ren Hatt, this past week due to a vehicle accident. Ren is also the son of the school board president, Royd Hatt. A moment of silence was held to respect his life and influence to the school district and community.

2. Pledge of Allegiance

C) PRESENTATIONS

1. Emery High Choir Christmas Presentation

Unfortunately, the choir was not able to attend because of conflicting activities.

2. Acknowledge Academic All-state recipients for Fall 2025

The following Emery High students were recognized for their

academic achievements as well as UHSAA commitments:

Zander Robinson, Boys Cross Country

Addie Hurst, Girls Cross Country

Addyson Guymon, Girls Cross Country

Beau Stilson, Football

Jadin Atwood, Football

Michael Justice, Golf

Peyton Nielson, Golf

Kaicee Behling, Girls Soccer

Megan Stilson, Girls Soccer

Molly Christiansen, Girls Soccer

Isabella Turner, Tennis

Dakota Orgill, Volleyball

3. FY25 TSSA Plan Reviews

Prior Year TSSA plan presentations were given by each school showing the improvements and uses of the state designated funds that are directly governed by the school leadership. Most schools use funding for additional personnel that help tier instruction as well as instructional coaches at each school. Other services include mental health services, and STEAM program opportunities.

D) CONSENT AGENDA

1. Warrants

2. Minutes from previous meeting(s)

3. Financial Reports from previous month

4. Names for New Hire Approvals

Courtnie Whitten / SpEd Aide 5.9 hour / Canyon View Middle

Chantelle Guymon / SpEd Aide 5.9 hour / Canyon View Middle

Paige Stansfield / Kindergarten Aide 5.9 hour / Huntington

Elem

KeriAnne Swasey / Kindergarten Aide 5.9 hour / Huntington Elem

Kaytlyn Cripps / SpEd Aide 5.9 hour / Cottonwood Elem

Shaynee Fox / SpEd Aide 5.9 hour / Cottonwood Elem

Lyndsie Burgess / SpEd & TSSA Aide 5.9 hour / Ferron Elem

Anna Childs / SpEd & TSSA Aide 5.9 hour / Ferron Elem

Josie Childs / Class Size Red & LandTrust Aide 5.9 hour / Ferron Elem

5. Policies for Consent approval 12 - 31

[ACA - Nondiscrimination on Basis of Sex PROPOSED.docx](#) 

[BHC - School Board & Staff Communications PROPOSED.docx](#)


[DDC - Reporting Substantial Threats Against a School PROPOSED.docx](#) 

[DKB - Salary Deductions & Benefits Changes PROPOSED.docx](#)


[ECAF - Video Surveillance PROPOSED.docx](#) 

[GBB - Staff Involvement in Decision Making PROPOSED.docx](#)


[GBAC - Equal Employment Opportunity for the Disabled PROPOSED.docx](#) 

[GBE - Staff Responsibilities PROPOSED.docx](#) 

[GBEA - Staff Ethics PROPOSED.docx](#) 

[GBGF - AIDS \(Employees\) PROPOSED.docx](#) 

[GBH - Staff Community Involvement PROPOSED.docx](#) 

[GCBD - Professional Staff Fringe Benefits PROPOSED.docx](#) 

A motion was made to accept the consent items as presented. 12 - 31

Moved by: Kenzi Guymon

Seconded by: Neal Peacock

Carried

E) BOARD ACTION ITEMS

1. Westland Construction Closeout Change Order for Emery High Building Project

Westland Superintendent Trent Huntsman with KMA architects Wes Christensen and Jacob Ricci presented the summary and final change order for the Emery High Building project. The initial design of the building started in 2020, official bid in March 2022, first phase completed in August 2024, and substantial completion in August 2025. This marks the project completion with \$632,039 being returned from the original contract.

Neal Peacock commended the work and expressed appreciation for their professional services through a difficult construction period. Motion was made to accept the final change order and return of funds from the contract.

Moved by: Todd Huntington

Seconded by: Neal Peacock

Carried

2. Huntington Elementary LandTrust Amendment

Teacher Jennifer Mortensen presented the LandTrust amendment to allow an aide position to be moved from a PE specialist to a large first grade support position.

A motion was made to accept the Amendment to the HE LandTrust plan as presented.

Moved by: Kenzi Guymon

Seconded by: Neal Peacock

Carried

3. School Calendars for 2026/27 and 2027/28 school years

32 - 35

District calendar committee presented two options for the subsequent school years. With the timing of holidays, the school calendars will begin school on August 19th and 18th, respectively, and will include 4 Teacher Professional

Development days, Fall Break, Spring Break, and Parent Teacher Conference days joined to the Fall Break and President's Day holiday.

[2026-27 PROPOSED CALENDAR OPTION A.pdf](#) 

[2026-27 PROPOSED CALENDAR OPTION B.pdf](#) 

[2027-28 PROPOSED CALENDAR OPTION A.pdf](#) 

[2027-28 PROPOSED CALENDAR OPTION B.pdf](#) 

Todd Huntington, who served on the committee, explained there were many options and considerations the committee discussed throughout several meetings. A motion was made to approve option A of both calendar years.

32 - 35

Moved by: Neal Peacock

Seconded by: James Winn

Carried

4. Out of State Travel Request Emery High Auto Team - New Mexico

EHS Auto instructor Chandler Peacock and students: Will Ekker, Bryson Young, Cruz Sherman, and Blake Sitterud presented the itinerary of the New Mexico auto/diesel competition in February 2026. This would be over 20 years for the EHS auto team to attend this competition. Contest results were presented from prior competitions.

Comments were made that this has been a very fruitful activity for our students in this area. It was motioned to approve the request as presented.

Moved by: Kenzi Guymon

Seconded by: Neal Peacock

Carried

5. Out of State Travel Request Emery High Auto Team - Idaho State Univ

EHS Auto team also requested to attend a competition at Idaho State University in February 2026 which has also been

an allowed event for the past several years.

This second request was also motioned for approval.

Moved by: Kenzi Guymon

Seconded by: Neal Peacock

Carried.

6. New Bus Purchases

Transportation Supervisor Tracy Rowley presented the new bus quotes for consideration. The District purchases 2 buses annually to keep the fleet in a working condition. This year's proposal includes a trip bus with storage bins and an ADA compatible bus. The District has used Bryson for many years, but has presented the lower priced International quotes for approval. Delivery time is expected for June 2026.

The motion was made to approve the two International buses as presented with lower costs and prior experience with a 2023 purchase.

Moved by: James Winn

Seconded by: Todd Huntington

Carried

7. Policies for Second Readings

36 - 107

The following policies were presented for final approval with minimal changes from the first reading in the November board meeting. Policy DIC was updated based on a recent Title One monitoring process from USBE to include the procedures for school comparability.

[BJB - Superintendent Qualifications and Responsibilities PROPOSED.docx](#) 

[BKB - Business Administrator Qualifications and Responsibilities PROPOSED.docx](#) 

[CE - School Safety PROPOSED.docx](#) 

[DIC - Title One Comparability Policy and Procedures 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 - 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](#)

The motion to approve these policies as presented was made. 36 - 107
These policies will now be effective.

Moved by: Neal Peacock

Seconded by: Kenzi Guymon

Carried.

8. Policies for First Readings 108 - 126

The following policies have been reviewed by the District policy committee and are recommended for First Reading. These policies are available on the website and open for public comment.

[DA - Fiscal Management Goals & Objectives Proposed.docx](#)

[FDH - Student Toilet Training PROPOSED.docx](#)

[FHC - Notification from Juvenile Courts PROPOSED.docx](#)

[GCH - Professional Staff Orientation PROPOSED.docx](#)

[JK - Student Discipline PROPOSED.docx](#)

Supt Shank also spoke on the immediate need for the Discipline policy based on recent additional state requirements. It was motioned to move these policies as First Reading.

Moved by: James Winn

Seconded by: Kenzi Guymon

Carried.

F) REPORTS

1. Principal

Cottonwood Elementary Principal Tiffany Cowley expressed appreciation for the school's renovated roof completed last summer. Second grade student Cooper Cox and fifth grade student Reagan DeWitt reported how they have learned to code through the robotics program. Mrs. Cowley expressed appreciation for the school's PTO in the second year of operation that supports the school in many ways. The school's theme this year is 'Level Up' which focuses on improving 1% each day. Autumn Sorensen and Hank Jewkes from the fifth grade presented their Kindness Initiatives. Jentri Tuttle and Lachlen Hansen described their spook alley and carnival activity as well as the daily announcements with drawings which are all conducted by the fifth grade students.

John Reed and Holden Mills presented the takeaways they received at the state's leadership conference: "How to use your super power. Nobody is less because of what they look like or what happened to them. A smile makes everybody happy."

Mrs. Cowley presented that the beginning of year data points show very little summer slide in both reading and math with continued growth as the year progresses.

2. Superintendent

1. Special Education Report: The District SpEd demographic report shows an average of 23% of district students with IEPs. The Utah average is 12.1%.

The staffing model shows 56.1 full-time equivalent staff members serving these students.

2. The State's Graduation Rates have been released with the District at 89.2% which is equivalent to the state average.
3. Supt Shank also requested coordination to conduct a survey with senior students regarding the Strategic Plan and parental awareness.

3. Business Administrator
No additional comments.

4. Board Member Committee
Todd Huntington reported that he will attend the CRA meeting next week as well as the Calendar Committee was finalized. Neal Peacock attended many things but spoke about the EHS faculty meeting where he presented on why the board prioritizes the Strategic Plan. Kenzi Guymon attended Ferron Elem with the Lt Governor's visit. James Winn attended CV, HE, and CE community councils. He also participated in the Strategic Planning (aka Focus 2026) committee work, and will attend the JLC meeting tomorrow with USBA board meeting on Friday. James reminded the other members of the USBA conference next month. He also spoke about attending the Legislative luncheon at SESC with Senator Hinkins.

G) PUBLIC COMMENTS

A question from a student attending was asked on the cost of a school bus which was given as about \$181,000 this year.

H) CLOSED SESSION

At 8:45 pm, a motion was made to move to a closed session to hold a strategy session to discuss the purchase, exchange, or lease of real property.

Moved by: Kenzi Guymon

Seconded by: Neal Peacock

Member voting on this motion was as follows: Todd Huntington / Aye,

Neal Peacock / Aye, Kenzi Guymon / Aye, James Winn / Aye. Royd Hatt / Absent.

The closed meeting was held in the cafeteria at Cottonwood Elementary School on Wednesday, December 10, 2025, beginning at 8:45 pm. The four board members were present for the closed meeting as were Supt Shank and BA Allred. The closed meeting finished at 9:10 pm. A recording of the meeting was made and will be kept on file by the District.

I) ADJOURN

James Winn motioned to come out of closed session with Todd Huntington seconding. All voted in favor. At 9:10 pm, Mr. Winn announced that the meeting was adjourned.

Board President