

**Uintah School District
Board of Education
Uintah County, Utah**

Approved Business Meeting Minutes

Date: November 12, 2025
Time: 6:33 p.m. – 7:31 p.m.
Location: Eagle View Elementary
301 North 5750 East, Roosevelt, Utah

Board Members Present:

- Dave Chivers, President
- Tawnya McKee, Vice President
- Todd Massey
- Denise Maynard
- Robin McClellan
- Paisley Bell, Student Board Member
(Non-Voting Member)

Executive Staff Present:

- Dr. Rick Woodford, Superintendent
- Troy Timothy, Business Administrator
- Dr. Mistalyn Leis, Human Resources
Director

Others Present:

- Rodrigo Jurado, Controller

Minutes recorded by Holly Chivers, Business Administrator's Secretary.

1. Introduction

1.01. Welcome/Call to Order

Business Administrator Troy Timothy welcomed the audience, and President Chivers called the Business Meeting to order at 6:33 p.m.

1.02. Reverence

The reverence was offered by Member Todd Massey.

1.03. Pledge of Allegiance

Brigston Cook led the Pledge of Allegiance.

1.04. Student Board Member Report – Paisley Bell

Student Board Member Paisley Bell provided updates from Uintah High School, including:

- Upcoming winter sports

- Recent volleyball highlights
- A historic marching band season culminating in a state championship
- Swim team achievements, including records set by Alexander Spainhower
- Sadie Hawkins dance scheduled with a luau theme
- Recent “Scare Games,” won by the senior class
- Upcoming “Chuck Your Change” fundraiser
- End of 1st trimester on November 13

1.05. Celebrations

A. Students of the Month

The following students were recognized as Students of the Month by their teachers and/or administrators:

- Ophelia Simone – Central Cove Early Learning Center
- Mikhael Cartwright – Ashley Elementary
- Lincoln Mitchell – Davis Elementary
- Isabelle Williamson – Discovery Elementary
- Zareck Tapoof – Eagle View Elementary
- Abigail Graham – Lapoint Elementary
- Ethan Murray – Maeser Elementary
- Lee Monroe – Naples Elementary
- Ellynn Jackson – Uintah Middle School
- Gracie Cook – Vernal Middle School
- Emma Carmickle – Uintah High School
- Sarah Raine – AVEC / UON

1.06. Patron Input

No items have been received in accordance with Board Policy 002.0720.

2. Business/Action Items

2.01. Consent Calendar

A. Minutes

B. Contracts Needing Board Approval

C. Monthly Board Financial Update

President Chivers briefly explained meeting procedures for the benefit of the public, noting that Board work occurs throughout the month, allowing the business portion to proceed efficiently. Dr. Woodford added that patron input opportunities are always available.

Motion: Member McKee motioned to approve the Consent Calendar as presented, including the pending October 8, 2025 work session and business meeting minutes and the Monthly Board Financial Update, and the amended school land trust plan. Member Maynard seconded.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

2.02. Policies for Approval on First Reading

- A. 001.0300 Impact Aid Policy**
- B. 004.1100 Public Hotline and Complaint Response**
- C. 007.0230 Bullying and Hazing**
- D. 007.0810 Attendance**

Motion: Member Maynard moved to approve Policy first reading. Member Massey seconded the motion.

Member McClellan commented on Policy 003.1100, expressing reservations about anonymous reporting and encouraging individuals to include their names and contact information to be part of the solution.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

2.03. Policies for Approval on Second Reading

- A. 005.0640 Leave of Absence for Career Development**
- B. 005.0680 Leave of Absence (For Elimination)**

Motion: Member McClellan moved to approve Policy 005.0640, Leaves of Absence. Member McClellan seconded the motion.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

2.04. Approval of PBIS Plans 2025-2026

Motion: Vice President McKee moved to approve the PBIS plans for all District schools. Member Massey seconded the motion.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

2.05. Personnel Changes

Motion: Vice President McKee motioned to approve, Maynard seconded.

Dr. Leis approached the Board to answer any questions and provide additional information on some of the candidates.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously.

3. Informational / Discussion Items

3.01. Purchases over \$50,000

Mr. Timothy reviewed three purchases:

- Jostens, \$77,233.25 (High school yearbooks)
- Ken Garff Ford, \$195,068.00 (White Fleet vehicle rotation)
- Basin Wholesale West, \$100,000.00 (Open PO for Foods procurement)

All purchases were included in the approved budget.

3.02. Calendar Items

Dr. Woodford directed the Board to the Diligent calendar for upcoming events. Additional highlights included:

- End of trimester the following day
- Beginning of basketball season with two new coaches
- Upcoming Thanksgiving activities and school service projects
- District arts events calendar provided by Jim Munford

3.03. Superintendent and/or Board President follow up or clarification on items discussed during the meeting.

President Chivers requested an update on the Uintah High School Teen Center. Principal Brown reported:

- High pantry usage and the need to replenish food
- Need for coats and hygiene items
- An existing Amazon wish list that may also be posted on the District website

Member Maynard suggested adding a public link to increase community support.

Controller Rodrigo Jurado reminded the public that the District accepts monetary donations that can be applied to appropriate budgets.

Board members shared closing remarks expressing appreciation for staff, presenters, and ongoing efforts across the District. President Chivers reiterated the importance of customer service and transparency.

4. Adjournment

4.01. Meeting Adjourned

Motion: Member Massey moved to adjourn the meeting, and Member Maynard seconded.

Vote: Five in Favor: Members Chivers, McKee, Massey, McClellan, and Maynard.

The motion carried unanimously, and the meeting adjourned at 7:31 p.m.

DATE: November 12, 2025

TO: UINTAH BOARD OF EDUCATION

FROM: Dr. Mistalyn Leis, Director of Human Resources

RE: Board Approval Request for **November 12, 2025:** Board Approval of New Hires, Newly Assigned Employees; Notification of Separations of Employment

Superintendent Woodford requests Board approval of the following individuals for hire/assignment to new positions:

NEW HIRES – BOARD APPROVAL REQUESTED:

Name	Position	Assignment	FTE	Education/ Training	Source of Funding
Mary Eaton	SpEd Aide	Ashley	0.7375	All Required	Program 1205 SpEd Add On
Amelia McDonald	SpEd Aide	Ashley	0.7375	All Required	Program 7524 IDEA-B Disabled
Chandra Davis	Intervention Aide	Discovery	0.60	All Required	Program 5420 TrustLands
Marley Ewing	SpEd Aide	Discovery	0.7375	All Required	Program 1205 SpEd Add On

Canyon Magee	Intervention Aide	Discovery	0.60	All Required	Program 5678 TSSA
Shauna Mckee	Food Service Worker	Lapoint	0.35	All Required	Program 8000 School Foods Program
Easton Simmons	PE Specialist and Intervention Aide	Lapoint	0.7375	All Required	Program 0183 and 7801 Specialists & Title 1 Grants
Sheena Long	SpEd Aide	Maeser	0.7375	All Required	Program 1205 SpEd Add On
Lynette Atwood	Food Service Worker	UHS	0.40	All Required	Program 8000 School Foods Program
Jeneth Packer	Math Aide	UHS	0.7375	All Required	Program 5420 TrustLands
Desiree Thomason	SpEd Aide	UHS	0.7375	All Required	Program 1205 SpEd Add On
Randy Nakai	Bus Driver	Transportation	0.7375	All Required	Program 5315 Pupil Transportation

NEWLY ASSIGNED EMPLOYEES – BOARD APPROVAL REQUESTED:

Name	Former (Current) Assignment	New Assignment	Effective Date
Madison Pead	SpEd Speech Aide (0.7375 FTE) @ CEC	SpEd Preschool Aide (0.7375 FTE) @ CEC	10/27/2025
Kalie Barrett	Human Resources Secretary (1.0 FTE) @ District Office	Student Support Services Secretary (1.0 FTE) @ District Office	10/27/2025
Vicky Rich	Attendance Secretary (1.0 FTE) @ VMS	Human Resources Secretary (1.0 FTE) @ District Office	11/3/2025
Brooklyn Jenson	Half-Time Grade 3 Teacher (0.625 FTE) @ Maeser	Grade 3 Teacher (1.0 FTE) @ Maeser	11/3/2025
Ashley Eaton	SpEd Speech Aide (0.4875 FTE) @ CEC	SpEd Speech Aide (0.7375 FTE) @ CEC	11/10/2025
Karston Leis	Mechanic/Technician (1.0 FTE) @ Transportation	General Maintenance/Welder (1.0 FTE) @ Maintenance	11/10/2025

Patrick McConkie	Head Custodian (1.0 FTE) @ VMS	General Maintenance/Custodial Trainer (1.0 FTE) @ Maintenance	TBD
------------------	-----------------------------------	--	-----

NEWLY HIRED EXTRACURRICULAR COACHES:

Name	Program	School	Years of Service
Jeremy Catron	Assistant Boys Basketball Coach	VMS	1
Ryan Deets	Assistant Boys Basketball Coach	VMS	3
Travis Marshall	Assistant Boys Basketball Coach	UHS	9
Jonathan McKeachnie	Assistant Boys Basketball Coach	UHS	5
Greg Gardiner	Assistant Boys Basketball Coach	UHS	4
Charly Briggs	Girls Golf Team Assistant	UHS	\$500 - \$1,000 Stipend